NIH Update
Fall 2003

DUNS Numbers

New Requirement for DUNS Numbers on Applications

Effective October 1, 2003, Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) numbers must be included in every application for a new or competing continuation grant or cooperative agreement

◆ This is a Federal-wide requirement

See June 27, 2003 Office of Management and Budget Federal Register Notice

http://a257.g.akamaitech.net/7/257/2422/14mar20010800/edocket.access.gpo.gov/2003/03-16356.htm

Requirement for DUNS Numbers

- Grantee organizations should verify that they have a DUNS number.

    - Organizations can secure a DUNS number at no cost at tel. 1-866-705-5711 or URL http://www.dunandbradstreet.com

- Requirement applies to organizations. Non-affiliated individuals are exempt

- Q & As may be found at http://grants.nih.gov/grants/duns_qa.doc

NIH Guide, August 14, 2003
http://grants.nih.gov/grants/guide/notice-files/NOT-OD-03-055.html

SBIR/STTR

- SBIR reauthorized through FY 2008
    - Set aside remains at 2.5%
    - Commercialization plan now required for Phase II applications
    - New SBA data collection requirement for Phase II applications
- STTR reauthorized through FY 2009
    - Set aside doubles to 0.30% in FY2004
    - Phase II awards increase to $750,000
    - Commercialization plan now required for Phase II applications
    - New SBA data collection requirement for Phase II applications

Revised NIH Grants Policy Statement

- New NIH Grants Policy Statement will include:
    - Revisions to NIH policies since March 2001
    - Public Policy Changes
    - Clarifications
    - An index!!
- Look for an NIH Guide notice that will highlight specific changes
- Publication planned for December, 2003

Revised Grants Policy Statement – A Closer Look

◆ Expanded Authorities: applies to all mechanisms and is a standard term of award

Revised Grants Policy Statement – A Closer Look

Cost Overrun:

◆ Added definition to the glossary:

"Any amount charged in excess of the Federal share of costs for the project period (competitive segment)"

Key Personnel:

◆ Expanded definition to:

describe contribution of key personnel as "measurable" whether or not salaries are requested.

Revised Grants Policy Statement – A Closer Look

- ◆ Definitions: NIHGPS and PHS 398 glossaries-similar definitions were merged

- ◆ Other support policy located in the PHS 398 is now included in the glossary of the NIHGPS

- ◆ NIHGPS roles/titles: will be cross-referenced with eRA roles/titles

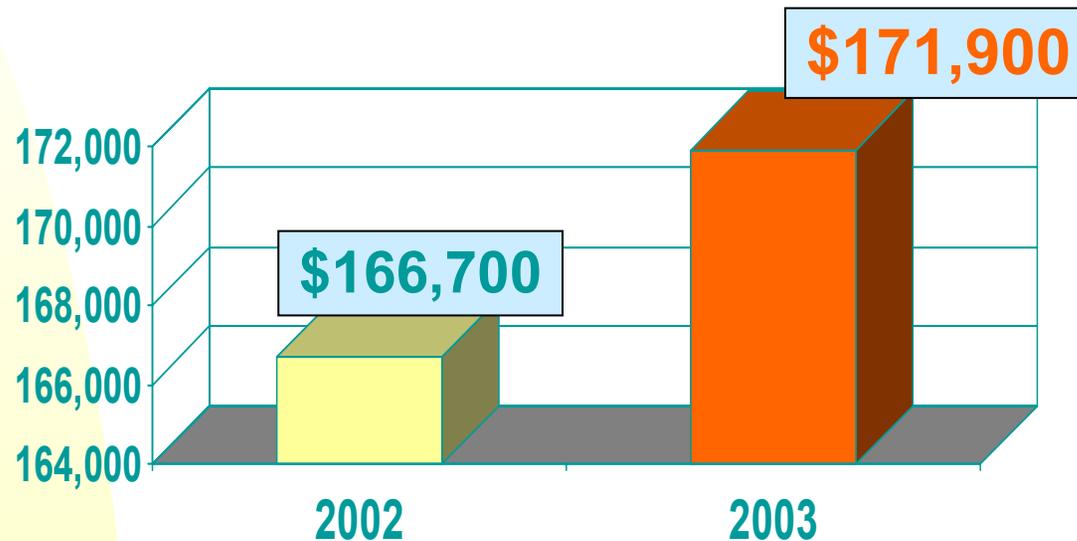# Revised Grants Policy Statement – A Closer Look

- ◆ Consortium section: grantee is responsible for including applicable requirements of the policy statement in the written agreements and written agreements must include a reference to financial conflict of interest, intellectual property, and data sharing requirements

- ◆ PI eligibility includes a discussion of PI and citizenship status

Important Reminders

Salary Cap

- ◆ Continues to be tied to Executive Level I of the Federal Executive Pay scale
- ◆ Executive Level I increase effective January 1, 2003

NIH Guide, March 18, 2003,

http://grants1.nih.gov/grants/guide/notice-files/NOT-OD-03-034.html

Other Support

- NIH requires <u>complete</u> and <u>up-to-date</u> other support information before an award can be made
  - Complete means <u>all</u> sources of research support (including outside the applicant organization)
- Grantees must report changes in other support as part of the annual progress report

NIH Guide, February 13, 2003

http://grants.nih.gov/grants/guide/notice-files/NOT-OD-03-029.html

Closeout
Final Reports

◆ Failure to submit timely final reports may affect future funding to the organization

  ◆ Final Financial Status Report (FSR)

  ◆ Final Invention Statement and Certification

  ◆ Final Progress Report

Applications and Forms:
Revising the PHS 398 and 2590

- ◆ Goals of the revision process
  - ◆ Enhance quality and clarity, with special emphasis on streamlining and plain language
  - ◆ Incorporating recent policy changes
- ◆ NIH will publish a notice in the NIH Guide when the new forms are ready for use

NIH Guide, June 19, 2003

http://grants1.nih.gov/grants/guide/notice-files/NOT-OD-03-049.html

Non-competing Continuation Grant Progress Reports

- NIH implemented two separate progress report e-mail reminders to the PI in June 2003
  - Two months prior to the due date
  - Two weeks after the due date for overdue reports
- Commons-registered institutions and PIs
  - Have access to due date information through the Commons Status system.
  - PIs also have access to pre-populated face pages via Status
- All grantees have access to a searchable list of due progress reports at
  http://era.nih.gov/userreports/pr_due.cfm

NIH Guide, August 5, 2003

http://grants1.nih.gov/grants/guide/notice-files/NOT-OD-03-054.html

Applications and Forms: Questions?

Dedicated e-mail address for questions on format:

format@mail.nih.gov

Frequently asked questions on format:

http://www.format.nih.gov

NIH eRA Commons Registration

◆ Open to All Institutions

◆ Go to Commons home page & click registration link (see next slide)

◆ Enter small amount of information

◆ Print out signature page & fax to NIH

◆ Approx. 2-3 days to process registration

◆ Help desk can help with any problems

NIH eRA Commons

Commons Functionality

◆ Profiles
   ◆ Institutional Profile (IPF)
   ◆ Professional Profile (PPF)

◆ Status
   ◆ View status of pending/awarded applications
   ◆ View and access to priority score/summary statement (PI only)
   ◆ View NIH staff contact information for each application
   ◆ Link to study section rosters and dates of meetings
   ◆ Link to NGA and other grant related documents
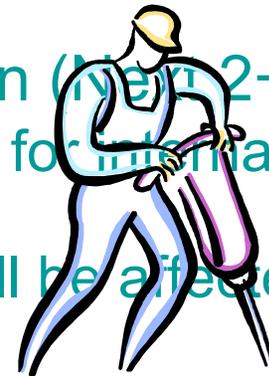
Commons Functionality

- ◆ FSR (Financial Status Reports)
  - ◆ Submission of financial status reports
  - ◆ Same system is used by NIH Office of Financial Mgmt.

- ◆ Demo Facility
  - ◆ Anyone can use (don't need a Commons Acct)
  - ◆ Contains all functionality of production system
  - ◆ User creates their own training accounts & institution
  - ◆ Standard data populates new accounts
  - ◆ Great for on-campus training classes

Future Plans

- Submit No Cost Extension notification through the Commons (Nov.)
- Submit Just-in-Time Information through the Commons (Nov.)
- HHS Grants Management Consolidation (Next 2+ Years)
    - HHS is migrating all agencies to eRA for internal management of research grants
    - Other Agency business processes will be affected (CDC, FDA, etc.)

NIH eRA User Support

Commons Support Page:
http://era.nih.gov/commons

- ◆ Release notes
- ◆ User guides
- ◆ Deployment plans
- ◆ User tips
- ◆ FAQs

eRA Help Desk:
Mon–Fri, 7:30-5:30 Eastern Time

- ◆ (866) 504-9552 (Voice-Toll Free)
- ◆ (301) 402-7469 (Voice-Local)
- ◆ (301) 451-5675 (Fax)
- ◆ (301) 451-5939 (TTY)
- ◆ commons@od.nih.gov

Extramural Group Advocates

- ◆ George Stone – george.stone@nih.gov
- ◆ David Wright – david.wright@nih.gov