Agenda

- UCSD & HS SPPO Updates & Reminders: Erika Wilson
- NIH Updates & Reminders: Rachel Cook
- Guest Speakers:
  - OCGA: Karim Hussein & Stella Sung
  - OPAFS: Wella Garcia
UCSD & HS SPPO
Updates & Reminders

Erika Wilson
Senior Director, HS SPPO
VA MOU Updates & VA/VMRF Refresher

- **MOU**
  - Required on an annual basis for faculty with joint UC/VA appointments with NIH funding.
  - Recommend them to be done in July (faculty salary time) then when they are requested from NIH for JIT you can submit.
  - MOU is initiated by the Fund Manager, routed for signature to PI, Department Chairman, Erika Wilson (HS SPPO) who will review and route for Dean and VA signature. VRMF will no longer be signing MOU’s.
  - Please use the Excel worksheet on the HS SPPO website:
    - [https://medschool.ucsd.edu/vchs/research-services/hssppo/review/Pages/UCVA-Appointments.aspx](https://medschool.ucsd.edu/vchs/research-services/hssppo/review/Pages/UCVA-Appointments.aspx)
  - We are in the process of automating this MOU and will keep you updated when this is ready to roll out.
### Delegation of Authority & Planning

#### UC San Diego Matrix of Delegations of Authority to Solicit and Accept or Execute Certain Extramural Grants and Contracts – Effective February 1, 2018

<table>
<thead>
<tr>
<th>Acting on Behalf of</th>
<th>Scope</th>
<th>Position Title</th>
<th>Federal (Prime or Flow-through)</th>
<th>State (Prime or Flow-through)</th>
<th>For Profit (Industry)*</th>
<th>All Others*</th>
<th>Federal (Prime or Flow-through)</th>
<th>State (Prime or Flow-through)</th>
<th>For Profit (Industry)*</th>
<th>All Others*</th>
<th>All*</th>
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<tr>
<td>Chancellor</td>
<td>All activity, regardless of Vice Chancellor area</td>
<td>Vice chancellor for Research</td>
<td>$10M</td>
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<td>Assistant Vice Chancellor, Contracts and Grants/Executive Director OCGA</td>
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<td>Activity where lead department is General Campus &amp; Health sciences including pre-clinical &amp; clinical/industry funded Clinical Trials, all agreement types</td>
<td>Associate Director, Assistant Director</td>
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<td>Office of Contract &amp; Grant Administration, Scripps Institution of Oceanography (OCGA SIO)</td>
<td>Activity where lead department is SIO, all agreement types</td>
<td>Manager</td>
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<td>Contract &amp; grant officer (RAS)</td>
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<tr>
<td>Health sciences sponsored Projects Pre-Award Office (HCSPPO)</td>
<td>Activity where lead department is health sciences and sponsor is exclusively NIH &amp; other grants, cooperative agreements, or NIH/NIHHSR flow through grants. Excludes contract agreement types</td>
<td>Executive Director National Research Programs</td>
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<td>Office of Clinical Trials Administration (OCTA)</td>
<td>Industry initiated, industry limited Clinical Trial agreements.</td>
<td>Executive Director for Clinical Research Operations</td>
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<td></td>
<td>Senior Clinical Trials Officer (Senior Analyst)</td>
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</table>
Reminder: HS SPPO Minimum Requirements for Submission: Subawards & Internal Proposals

1. ePD Record complete + any other additional required internal forms (i.e., UC/VA Salary Worksheet, PI Exception, and/or Salary Waiver)

2. Internal Budget

3. Subaward Application Package:
   - **Option 1:** PHS Face Page; Detailed Statement of Work; Budget Form Pages (PHS 398 or 2590), Budget Justification, and Checklist
   - **Option 2:** PHS Face Page; Detailed Statement of Work; Budget Form Pages (R&R Budget & Budget Justification)
Enterprise Systems Renewal (ESR) Campus-Wide Project

- As you may know, UC San Diego has recently launched an Enterprise Systems Renewal (ESR) program to renew processes and technologies in four major business domains, one of which is research. Under the ESR program, Kuali Research will replace Coeus as the next generation contracts and grants system. Kuali Research also has several compliance modules, inclusive of a conflict of interest module. In order to provide the research community with a more streamlined and user-friendly interface, a decision has been made to move to the Kuali Research conflict of interest module. Your valuable feedback and contributions with the electronic conflict of interest system (eCOI) will be utilized in the implementation of the Kuali Research conflict of interest module.
Research 360 Demo
NIH
Updates & Reminders

Rachel Cook
Senior Grant Analyst, Supervisor, HS SPPO
Mentored K awardees may now request to reduce effort on the K award in the final two years of the award when they compete successfully as PD/PI for peer-reviewed research awards from any Federal or non-Federal agency (at least $100,000 in DC), if programmatic policy of the awarding entity allows such an arrangement.

In addition, during the period of reduced effort resulting from receipt of an additional peer-reviewed research award, NIH will adjust the total salary support committed to the K award consistent with the adjusted level of effort. However, NIH will continue to provide full research development support costs as indicated on the original Notice of Award. All other provisions of the prior policy on concurrent support, including the approval process to request reduced effort, remain the same.

The NIH Salary Cap has been increased to $189,600. This was effective January 7, 2018.

Please use the following salary level cap levels for FY 2018 Awards issued:

- October 1, 2017 through January 6, 2018 (Executive Level II) $187,000
- January 7, 2018 through September 30, 2018 (Executive Level II) $189,600

eRA Commons Account Requests

• Effective Monday, April 16, 2018, Nicole Foshey will be your new point of contact for eRA Commons account requests. Her email is: nfoshey@ucsd.edu

• Requests include:
  • New account set-up
  • UC San Diego affiliation for current account
  • New role(s) added to current account
# HS SPPO Submission Timeline: May 25th Deadline

<table>
<thead>
<tr>
<th>Deadline</th>
<th>May 5, 2018</th>
<th>May 25, 2018</th>
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<tr>
<td><strong>Required Action:</strong></td>
<td>April 23, 2018</td>
<td>May 11, 2018</td>
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<tr>
<td><strong>Full Review = 10 Business Days</strong></td>
<td>All internal documents and draft application package received at HS SPPO.</td>
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<tr>
<td><strong>Required Action:</strong></td>
<td>April 30, 2018</td>
<td>May 18, 2018</td>
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<tr>
<td><strong>Cursory Review = 5 Business Days</strong></td>
<td>Final proposal ready for submission, except for science is due <strong>AFTER 4:30 PM.</strong></td>
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<tr>
<td><strong>Required Action:</strong></td>
<td>May 2, 2018</td>
<td>May 22, 2018</td>
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<tr>
<td><strong>As Is (No Review) = 3 Business Days</strong></td>
<td>Final proposal ready for submission, including science and all signatures due <strong>AFTER 4:30 PM.</strong></td>
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## HS SPPO Submission Timeline: June Deadlines

<table>
<thead>
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<th>Deadline</th>
<th>June 5, 2018</th>
<th>June 12, 2018</th>
<th>June 16, 2018</th>
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<td><strong>Required Action:</strong></td>
<td>May 21, 2018</td>
<td>May 25, 2018</td>
<td>June 4, 2018</td>
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<tr>
<td><strong>Full Review = 10 Business Days</strong></td>
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<td></td>
<td>All internal documents and draft application package received at HS SPPO.</td>
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<tr>
<td><strong>Required Action:</strong></td>
<td>May 29, 2018</td>
<td>June 5, 2018</td>
<td>June 11, 2018</td>
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<tr>
<td><strong>Cursory Review = 5 Business Days</strong></td>
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<td>Final proposal ready for submission, except for science is due <strong>AFTER 4:30 PM</strong>.</td>
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<tr>
<td><strong>Required Action:</strong></td>
<td>May 31, 2018</td>
<td>June 7, 2018</td>
<td>June 13, 2018</td>
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<td><strong>As Is (No Review) = 3 Business Days</strong></td>
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<tr>
<td></td>
<td>Final proposal ready for submission, including science and all signatures due <strong>AFTER 4:30 PM</strong>.</td>
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### HS SPPO Submission Timeline: July Deadlines

<table>
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<th>Deadline</th>
<th>July 5, 2018</th>
<th>July 12, 2018</th>
<th>July 16, 2018</th>
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<td><strong>Required Action:</strong></td>
<td>June 20, 2018</td>
<td>June 27, 2018</td>
<td>June 29, 2018</td>
</tr>
<tr>
<td><strong>Full Review = 10 Business Days</strong></td>
<td>All internal documents and draft application package received at HS SPPO.</td>
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<tr>
<td><strong>Required Action:</strong></td>
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<td><strong>Cursory Review = 5 Business Days</strong></td>
<td>Final proposal ready for submission, except for science is due <strong>AFTER 4:30 PM.</strong></td>
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<td><strong>Required Action:</strong></td>
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<td>July 9, 2018</td>
<td>July 11, 2018</td>
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<tr>
<td><strong>As Is (No Review) = 3 Business Days</strong></td>
<td>Final proposal ready for submission, including science and all signatures due <strong>AFTER 4:30 PM.</strong></td>
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</tbody>
</table>
OCGA Updates

Karim Hussein
Assistant Director, OCGA

Stella Sung
Principal Contract & Grant Manager, OCGA
Welcome Suzy Wolff!

- Outgoing MCA E-Form:
  https://blink.ucsd.edu/research/managing-awards/award-administration/mca/form.html

- Unfunded Agreement E-Form:
  https://blink.ucsd.edu/research/preparing-proposals/sponsors/industry/unfunded-request.html

- OCGA OPEN HOUSE!
  - May 1, 2018 @ 9:00a-11:30a
MTAs

A legal agreement between 2 parties for the exchange of research materials.

Request for MTAs must be submitted through the eMTA system.

MTAs are then triage by the MTA Coordinator and assigned to the appropriate OCGA Analyst or MTA Analyst in OIC for review, negotiation, and execution.
You can start with Blink - https://blink.ucsd.edu/research/conducting-research/mta/index.html
Since Fall of 2012:

- Around 1900 outgoing MTAs reached execution with the cumulative support of around 30 different staff members within ORA.

- Around 4500 incoming MTAs reached execution with the cumulative support of around 30 different staff members within ORA.
Research materials have been sent out under MTA to around 50 countries outside the US.

*Total Counts based on MTA’s processed from 11/12/2012 to 3/12/2018.
We have received materials from almost 50 countries since eMTA launch in 2012
Commonly Transferred Materials

- Cell lines
- Plasmids
- Vectors
- Live animals (mice, flies, fish)
- Chemical compounds / proprietary drugs
- Human samples (blood, tissue, HESCs)
- Software
- Data / Databases
- Devices
- Gene chips
- Usually consumable items
- (This is not an all-inclusive list!)
Why do we need an MTA?

- Defines terms of ownership of materials and newly-created products
- Tracks material transfer and owners
- Identifies liability – important for hazardous material or toxic drugs
- We want to clear any obligations to a third party that would otherwise be breached by the transfer (e.g. lab moves, funding agreements);
- An MTA can be required by a sponsored research arrangement, or can lead to future funding
How this applies to Proposals/Awards

• Letter of support from collaborators providing materials to a PI for successful completion of the project.

• NIH sharing requirement: Research tools developed under a NIH funded project must be shared with others.
MTA Contacts

eMTA Helpdesk / OCGA MTA inbox
MTAHelpDesk@UCSD.EDU
(858) 246-2383

OIC MTA inbox
mta@ucsd.edu
(858) 822-1053
OPAFS Update

Wella Garcia
Associate Director, OPAFS
OPAFS Updates

Private Grant Changes

Closeouts

- HS Overdraft Updates
- Old Letter of Credit Awards with Credit Balances
- Fixed Price Financial Closeout
Private Grant Changes

General Ledger Trial Balance is still accurate but revenue is no longer cash received

Membership funds and program income funds will not change the current process

Private grants now have a detail code record in ISIS
  • Use AR account 111202

OPAFS will now set up expected payments in Sparcm

WHY? Consistency and ability to track unpaid balances with other invoices
Private Grant Changes

- Revenue is no longer cash received

### Expanded Budget with Index Summaries

**Fiscal Year to Date All Costs**

For Jan 1, 2013 (1307) thru Feb 28, 2018 (1808) (Open)

Report Generated: Tue Feb 20, 2018 at 12:44:18

#### IFOP Details

- **Fund**: 8900OA - BERNARD OSH FOUNDATION WALSHOK
- **PI (COA)**: WALSHOK, MARY LINDENSTEIN
- **Agency**: BERNARD OSH FOUNDATION (THE)
- **Funding Amount (COA)**: $250,000.00
- **Award Dates (COA)**: 11/01/2017-10/31/2018
- **Budget Period (COA)**: 11/01/2017-10/31/2018
- **IDC Rate**: 0.00% - N000FA

#### Report Summary

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<th>Fiscal Year Budget (Allocation/ Award thru 02/18)</th>
<th>Current Month Financial (Revenue/ Expense for 02/18)</th>
<th>Fiscal Year Financial (Revenue/ Expense thru 02/18)</th>
<th>Liens (Encumbrance thru 02/18)</th>
<th>Balance Thru 02/18</th>
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<td>17,643.05</td>
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<td><strong>Total Expenditures</strong></td>
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<td>2,746.55</td>
<td>17,643.05</td>
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<td><strong>NET: Revenue - Expenditure - Transfers</strong></td>
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### Private Grant Changes

- General Ledger Trial Balance is still accurate

#### General Ledger Trial Balance

For Feb 28, 2018 (1808) (Open)
Report Generated: Wed Feb 21, 2018 at 06:58:12

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<td>Balance</td>
<td>Debits</td>
<td>Credits</td>
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<td>110000 - INTERFUND CASH ACCOUNT</td>
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<td>308000 - ENCUMBRANCE CONTROL</td>
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General Ledger Transactions:
How much cash we “actually” received

### IFOP Details

- **Fund**: 898DGA - BERNARD OSHER 20182274 WALESHK
- **Account**: 110000 - INTERFUND CASH ACCOUNT
- **PI (COA)**: WALSHOK, MARY LINDBENSTEIN
- **Agency**: BERNARD OSHER FOUNDATION (THB)
- **Funding Amount (COA)**: $25000.00
- **Award Dates (COA)**: 1/1/2017-10/31/2018
- **Budget Period (COA)**: 11/01/2017-10/31/2018
- **IDC Rate**: 0.00% - N000FA

### General Ledger Details

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<th>Description</th>
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<th>Lien Num</th>
<th>Amount</th>
<th>D/C</th>
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</table>

*Control Total: 0.00

2 Records Retrieved
Closeouts

HS Overdraft Updates

Old Letter of Credit Awards with Credit Balances

Fixed Price Financial Closeout
UC San Diego Health
Health Sciences SPO
Erika Wilson
Rachel Cook
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Staff Assignment Tool:
http://blink.ucsd.edu/sponsor/ocga/staff-assignments.html

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START: