



# Project Directors Meeting

April 23, 2015

# Agenda

- Welcome from Paul Parker
- Update from VP Sammakia
- Introduction of New Staff
- New Federal Regulations
- Pre-Award and Compliance System Initiative
- On-line Tool for Award Management
- Updates from Pre-Award, Grants Management, Accounts Payable/Travel, Human Resources
- Discussion/Questions

# Research Administration

Provide the best service possible to those members of the University community involved in the application for and administration of sponsored projects

- Open Communication
- Interaction

# New Faces in Research Administration



Thomas Burke  
Administrator,  
Research Compliance

Erin Schneider  
Grant and Contract  
Administrator, Pre-  
Award



Emily Hermanovitch  
Clerical Specialist,  
Human Resources



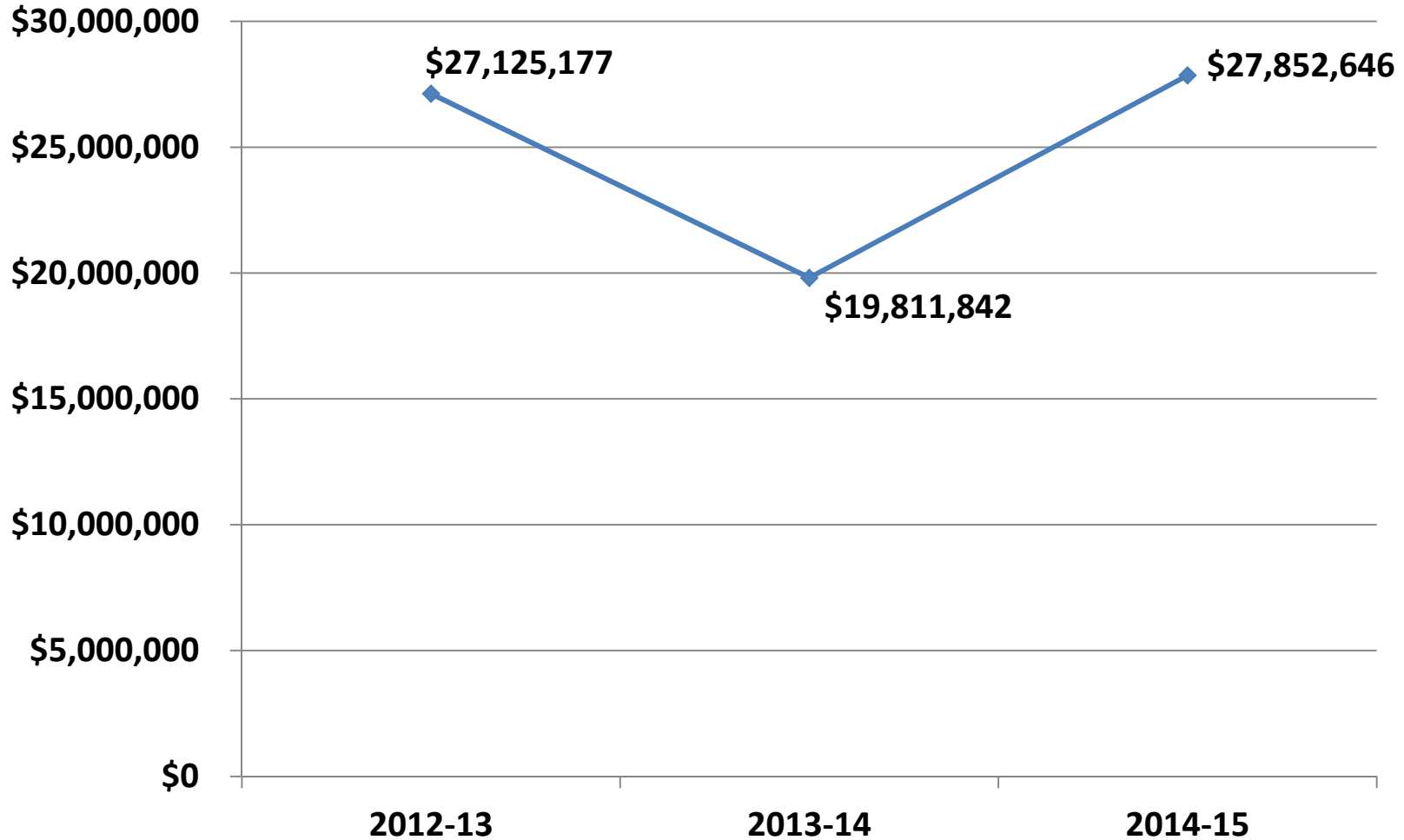
Kandace Tredo  
Administrative  
Assistant, Grants  
Management

# Division of Research Mission

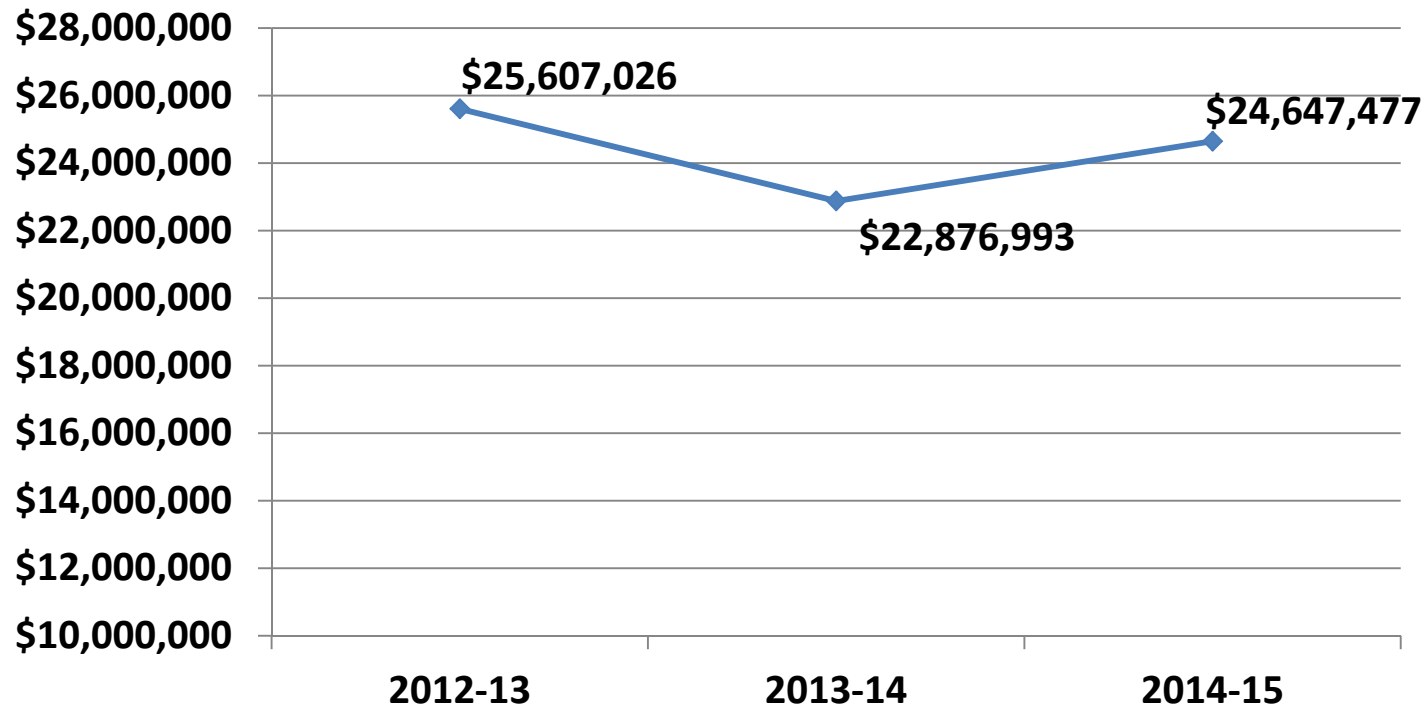
Focus ...

- Promote and support the research and scholarly activities of the Binghamton University community
- Provide an effective infrastructure for the administration of sponsored programs

# Metrics: Committed Funds



# Metrics: Expenditures



Year-to-date expenditures at Binghamton are about 8 percent higher vs. the same period last year.

Stony Brook (8.5 percent) and Buffalo (4.5 percent) are also seeing increases, while Albany has seen a decrease of 10.6 percent from last year.

# Sponsored Programs Statistics

- <http://www.binghamton.edu/research/vp/fundingstatsannualrep.html>

The screenshot displays the Binghamton University website. At the top, there is a navigation bar with links for Alumni, Community, Faculty & Staff, and Parents, along with a search bar and links for pages and directory. The main header features the Binghamton University logo and the text "The State University of New York". Below the header, there is a secondary navigation bar with links for Vice President, Administration, Technology Transfer, News, and Government Relations. The main content area is divided into two columns. The left column contains a sidebar menu with the following items: **Division of Research** (Entrepreneurship and Innovation Partnerships, Government Relations, Human Resources and Payroll, Research Advancement, Research Compliance, Sponsored Funds, Sponsored Programs, Strategic Research Initiatives), **Vice President** (Vision, Organizational Chart), **Funding Statistics / Annual Reports** (Core Facilities, Office Staff, Division Staff, Innovations In Healthcare), and **Core Facilities**. The right column displays the "Funding Statistics / Annual Reports" page, which includes a breadcrumb trail "binghamton.edu → research → vp" and a list of annual reports for Fiscal Years 2015, 2014, 2013, and 2012. Each report entry includes links for "Tally (PDF)" and "Summary (PDF)".

Alumni | Community | Faculty & Staff | Parents

search Binghamton

BINGHAMTON UNIVERSITY | The State University of New York

Vice President Administration Technology Transfer News Government Relations

binghamton.edu → research → vp

**Division of Research**

- Entrepreneurship and Innovation Partnerships
- Government Relations
- Human Resources and Payroll
- Research Advancement
- Research Compliance
- Sponsored Funds
- Sponsored Programs
- Strategic Research Initiatives

**Vice President**

- Vision
- Organizational Chart

**Funding Statistics / Annual Reports**

- Core Facilities
- Office Staff
- Division Staff
- Innovations In Healthcare

**Funding Statistics / Annual Reports**

Fiscal Year 2015 - Annual Report

- [Tally \(PDF\)](#)
- [Summary \(PDF\)](#)

Fiscal Year 2014 - Annual Report

- [Tally \(PDF\)](#)
- [Summary \(PDF\)](#)

Fiscal Year 2013 - Annual Report

- [Tally \(PDF\)](#)
- [Summary \(PDF\)](#)

Fiscal Year 2012 - Annual Report

- [Tally \(PDF\)](#)



# New Federal Regulations *Uniform Guidance (UG)*

- Uniform Administrative Requirements, Cost Principles, and Audit Requirements
  - Issued by the Office of Management and Budget; applies to Federal and Federal Flow-Through funding
  - Combines eight Circulars (A-21, A-110, etc) into one
  - Applies to new awards and new funding increments issued on and after December 26, 2014

# Uniform Guidance

- Each federal agency will have a separate implementation plan for the UG
  - To date, 18 of the 28 federal granting agencies have issued deviations/exceptions to the new guidance
  - Agency terms and conditions take precedence over the UG rules
- UG is still being interpreted and clarified
  - Research Administration is assessing the impact of the new requirements

# Uniform Guidance

## Key Considerations - Areas of Impact

- **Prior Approvals**
  - Expenditures not included and justified in proposal
  - Over-expending/re-budgeting between cost categories
  - Charging administrative salaries
  - No-Cost Extensions
- **Direct Charges**
  - Computing devices under \$5,000
    - Must be essential and allocable
    - Must not be purchased for reasons of convenience or preference
    - Project must not have access to other devices that can achieve the same purpose

# Uniform Guidance

- Award Closeout
  - Expenditures during last 90 days of project
    - Increased funding agency scrutiny / expenditures being disallowed
    - What benefit does it bring to the project if ending?
    - Particular attention being paid to cost transfers
  - Awards must be closed out within 90 days of award end date
    - Includes submission of ALL reports: technical, financial, property, invention
    - All expenditures must be processed and reimbursements made within 45 days after term date

# Uniform Guidance

- Procurement
  - Significant changes
    - Lowering of purchasing thresholds requiring competitive quotes and bids
  - Granted grace period for implementation (July 2016)

# Uniform Guidance

- Next Steps
  - Continue to monitor and assess individual agency implementation plans
  - Review policies and procedures
  - Develop plan for procurement compliance
  - Work with faculty individually on the management of their sponsored program(s)

# Pre-Award and Compliance System (PACS) Initiative

COEUS has been our primary tool for the management of proposal activity and protocol submission for 8 years

- MIT decided it will no longer support COEUS
- New system needed to be identified

# PACS – Replacement

- RFP was issued and vendors were identified
- Invited all current PIs and faculty who have submitted proposals or protocols within the past two years to view demos and evaluate the systems
- Evaluation resulted in Huron Click as vendor/system of choice
- System provides:
  - PI Portal – anytime access/real time status
  - Agreements/Negotiation management
  - Conflict of Interest disclosure
  - Compliance protocol submission and committee management (including IRB, IACUC, Biosafety)
  - Additional administrative functionality



# PACS - Implementation

- Large Project
  - Implementation scheduled for Fall 2016/Spring 2017
  - COEUS will be supported during transition
- Communication
  - Kick-off Project – May 2015
  - PACS Website – updated information and status on implementation timeline
  - Training Efforts

# PI Dashboard

<http://binghamton.edu/research/sfa/reportcenter.html>

The screenshot shows the SUNY RF (State University of New York Research Foundation) Principal Investigator (PI) Dashboard. The interface features a blue header with the SUNY RF logo on the left and a search bar on the right. Below the header is a navigation bar with the title "Principal Investigator" and several menu items: Home, Catalog, Favorites, Dashboards, New, and Open. A secondary navigation bar contains various dashboard sections: Alerts, My Proposals, My Grants, Budget Overview, Tracking People, Tracking Purchases, Travel, Monthly Summary, Tracking Cash, Credit Distribution, Tracking Account Receivables, Tracking Cost Recovery, Tracking Funding Source, and Overview. The main content area displays a list of alerts, each with a plus icon and a title:

- Employees Terminating on a Grant in the next 45 days
- Projects Terming in the next 90 days
- Awards Terming in the next 90 days
- Reports Coming Due in the next 90 days
- Past Due Reports
- New Awards or Projects Created Within 30 Days
- Direct Spent At 90% Or Above
- New Person Assigned on a Grant in the last 30 Days

# PI Dashboard

- Powerful online tool providing access to award and project information
- Easily accessible (BU PODS credentials)
- Quickly view:
  - Account balances
  - Current employees supported
  - Awards/projects terming in the next 90 days
  - Technical reports due
  - Status of transactions/purchases/reimbursements

# PI Dashboard Access and Training

- Training
  - Instruction Video – 5 minutes
  - Quick Guides
    - What information is available on the PI Dashboard?
    - How do I check my account balances?
    - Has payment been processed for my order?
  - One on One/Individualized
    - Contact Sponsored Funds at x7-6752

# Updates

- Pre-Award – Tanja deMauro
- Grants Management – Don Miller
- Accounts Payable/Purchasing – Joe Walker
- Human Resources – Tom Popielarski

# Pre-Award

- Redistribution of departmental assignments
  - Current list always available on OSP website
- Funding opportunity search tool update
  - RF for SUNY-wide Pivot subscription to be discontinued May 4
  - OSP team will continue to work with PIs to identify research interests / match with potential funding opportunities
- Proposal development assistance available through assigned OSP contact

<http://research.binghamton.edu/SponsoredPrograms/>

# Grants Management

- Submission of progress/technical reports
  - Timeliness
  - Notification process
- Effort Reporting
  - eCRT System
  - NYS now requiring certification of effort
- IFR Transactions
  - Notified at award establishment
  - Timeliness
- Spend Rates
  - Being monitored by sponsors

# Accounts Payable/Purchasing

- P-Card
  - Reviewing feasibility given differing sponsor regulations
- International Travel
  - Prior notification needed to confirm allowability
  - Travelers going to any country with a travel warning indicated by the U.S. Department of State must have advance written approval from the campus operations manager AND campus president



# RF Human Resources

- New RF Employee Recruiting
  - Information Meeting being scheduled
- eTime and Attendance
  - Implementation target – January 2016
    - Non-exempt salary category
- Stress Management Seminar
  - May 6 @ 10am – Biotechnology Building Room 2221

Open positions available at

[go.binghamton.edu/rfjobs](http://go.binghamton.edu/rfjobs)

# Discussion

**Questions/Comments**