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From the Director's Office

Aloha Kākou,

As scheduled, *myGRANT* has been up and running since November 1, 2011, and all the awards received after October 31, 2011 have been entered into *myGRANT* by the central ORS staff. We are also surprisingly pleased to see some principal investigators (PIs) opt to use *myGRANT* during the first phase. Starting December 1, 2011, *myGRANT* migrated into its Phase II implementation – mandatory for all Grants.gov system-to-system (S2S) proposal submissions. Once more, we do have PIs and schools choose to use *myGRANT* for non-S2S proposal submissions, although it will not be required until February 16, 2012. So far, 52 proposals have been entered into *myGRANT* for review and processing. Daily award reports have been generated through *myGRANT* via Cognos, and the first monthly reports from *myGRANT* were generated successfully for November 2011.

The ORS Helpline is working tirelessly and effectively to address any questions or issues that come up. We appreciate the PIs who took the first step to use *myGRANT*. This provided great opportunities for ORS to detect any issues that could not have been found during the testing stage, and helped in assisting ORS with stabilizing the system. Working together, we will continue to move *myGRANT* forward. We thank everyone for their understanding and patience with the process as we transition into this new system.

Wishing you and your family a safe and happy holiday season!

Mahalo,
Yaa-Yin Fong, Director



Notice of Expanded Transparency Act Subaward and Executive Compensation Reporting Requirements for FY2012 and Beyond

The National Institutes of Health (NIH) announced that effective November 10, 2011, unless specifically exempted, NIH awards where the competing Type 1 award was issued on or after October 1, 2010 will be subject to the Transparency Act subaward and executive compensation reporting requirements or more commonly referred to as FFATA. *NIH's Notice Number, [NOT-OD-12-010](#), specified that these*

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Notice of Expanded Transparency Act Subaward and Executive Compensation Reporting Requirements for FY2012 and Beyond (continued)

requirements will now also apply to all subsequent award actions to any such NIH grant or cooperative agreement award; e.g., a Type 5 award issued subsequent to an applicable Type 1 award.

In our November newsletter, ORS indicated that FFATA reporting only applied to new NIH Type 1 awards issued on or after October 1, 2010. **However, applicability now also includes any subsequent award action (i.e., Type 2, Type 3, Type 5 or other actions) following an applicable “New” NIH award.**

To help grantees specifically identify awards subject to the subaward and executive compensation reporting requirements described above, NIH specified that it will classify each award using the applicable term below. ***This language will appear in the Terms and Conditions section (Section III) of each Notice of Award issued on or after November 10, 2011:***

1. *Eligible for FFATA Reporting:* Based on the Project Period Start date of this project, this award is likely subject to the Transparency Act subaward and executive compensation reporting requirements of 2 CFR Part 170. There are conditions that may exclude this award; see <http://grants.nih.gov/grants/policy/awardconditions.htm> for additional award applicability information; or
2. *Not Eligible for FFATA Reporting:* This award is not subject to the Transparency Act subaward and executive compensation reporting requirement of 2 CFR Part 170.

Additional information may be found at the following websites:

- <http://grants.nih.gov/grants/guide/notice-files/NOT-OD-12-010.html>, NIH Notice Number, NOT-OD-12-010
- http://grants.nih.gov/grants/public_accountability/ffata_faqs.htm - FFATA - FAQs
- <http://www.ors.hawaii.edu/index.php/ffata> - ORS FFATA Guidance

If you have any questions regarding NIH FFATA reporting requirements, please contact Dawn Kim, Compliance Manager, at dawnkim@hawaii.edu or (808) 956-0396.

Professional Development - Western Regional Meeting for the National Council of University Research Administrators (NCURA)

The Western Regional meeting for the National Council of University Research Administrators will be held at the Hilton Waikoloa Hotel from April 15-18, 2012. This will be an excellent opportunity for NCURA university research administrators, departmental administrators and extramural support personnel to network and gain valuable training on working with extramural funding. There will special workshops on Sunday, April 15, 2012 on topics such as Export Controls, How to Prepare for an Audit, and a full day training for Departmental Administrators. Please watch for announcements and updates on the Region VI website at: <http://www.ogrd.wsu.edu/r6ncura/meetings.aspx>.

Also new at NCURA is YouTube Tuesdays. Each Tuesday a new short topic is covered via YouTube. You can subscribe to receive these notices at <http://www.ncura.edu/content/> and click on the YouTube button on the right side of the page. These snippets cover various topics such as Program Income, Cost Transfers, FAR and Fraud. They offer a short 2-3 minute summary of key issues that may help you in your job.

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Professional Development - Western Regional Meeting for the National Council of University Research Administrators (NCURA) (continued)

Please watch for announcements from ORS on upcoming events for professional development opportunities for Research Administrators.

If you have any questions, please contact Georgette Sakumoto at gsakumot@hawaii.edu or (808) 956-4056.

University of Hawai'i Maui College (UHMC) *myGRANT* Announcement

The University of Hawai'i Office of Research Services is pleased to announce that the University of Hawai'i Maui College (UHMC) Chancellor Clyde Sakamoto has offered to pilot the *myGRANT* proposal submission system exclusively at UHMC, beginning December 1, 2011. The pilot program will provide UHMC principal investigators (PIs) the opportunity to utilize the Grants.gov system-to-system submission feature, track the online routing approval process (which replaces the ORS Form 5) and take advantage of the budget-building tools featured in *myGRANT*.

As a reminder, *myGRANT* is now live and available to PIs who opt to enter their proposals into *myGRANT*. Grants.gov system-to-system proposal submittals due December 1, 2011 or later must be entered into *myGRANT* by all campuses. The use of *myGRANT* will be mandatory for all proposal submissions beginning February 16, 2012. More information can be found at <http://www.ors.hawaii.edu>.

Approval Workflow in *myGRANT* – Adding Additional Approvers

Since *myGRANT* is a web-based system, you are able to access the system anywhere with an internet connection in order to approve proposals. If you will be traveling and will not have access to your e-mail in order to receive approval notifications, you can contact the ORS Helpline in order to add an additional approver to the workflow in your absence. Please provide the name of the approver you would like to add, unit (UH department) and approval level (fiscal officer, department chair, dean, etc.). Please also indicate a date range if the approver will only be added on a temporary basis.

If you are adding someone to the workflow in your place on a long term or permanent basis, you can customize your e-mail notification preferences by clicking the Workflow Preferences link on the main Researcher screen in *myGRANT*. Delegation functionality should be available soon in *myGRANT* and this will provide even more functionality when delegating approval authority. If you have any questions, please contact the ORS Helpline at helpline@ors.hawaii.edu or (808) 956-5198.

ORS Helpline Frequently Asked Questions

How do I know if my proposal is eligible for system-to-system (S2S) submission in *myGRANT*?

You can check to see if the Grants.gov opportunity is eligible for S2S submission by logging in to *myGRANT*, creating a proposal and selecting the opportunity in the "Grants.gov" tab. If you are able to select the opportunity and all forms are available under the Forms section, the opportunity is eligible for S2S submission. You will need either the Funding Opportunity Number or CFDA number to search for Grants.gov opportunities in *myGRANT*.

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ORS Helpline Frequently Asked Questions (continued)

Can I still use *myGRANT* if I am not submitting a Grants.gov S2S proposal?

Yes, the use of *myGRANT* is mandatory for all Grants.gov system-to-system (S2S) proposal submissions as of December 1, 2011, but principal investigators (PIs) may still opt to use *myGRANT* for entering non-S2S submissions. By using *myGRANT*, you will not need to fill out an ORS Form 5 as *myGRANT* uses electronic questionnaires, routing and approvals. You may also use *myGRANT* to develop your budget, or create templates for proposals that are submitted multiple times. (Note: If you are submitting the same proposal to multiple sponsors, please make sure to notify ORS by answering “yes” to Question #2 in the “Proposal Questions” section of the “Questions” tab in your Proposal Development document.)

Do you have a Question or Comment for ORS?

Please feel free to contact us at the ORS Helpline:

Email: helpline@ors.hawaii.edu or Phone: (808) 956-5198