

May 21, 2009

To: ORA Mailing List

From: Marcia L. Smith, Associate Vice Chancellor – Research Administration

Re: Recovery Act Funding

I am writing to provide updates and reminders as the campus research community continues to manage the extraordinary level of activity generated by the American Recovery and Reinvestment Act (ARRA). Please distribute this information widely within your units to both faculty and research staff.

To date, the campus has submitted over 750 proposals for ARRA funding, most of them in April in response to the National Institutes of Health solicitations for supplemental funding and to the *Challenge Grant* (RC1) announcement. We expect a significant number of proposals will be submitted next week in response to the NIH *Grand Opportunities* (RC2) and Center Core Grant (P30) application deadlines.

Pending Deadlines

- The NIH *Grand Opportunities* (RC2) deadline is **Friday, May 29, 2009**. These applications must be prepared and submitted electronically. As noted in previous communications, the capacity of Grants.gov is limited, and we have experienced system failures, especially during periods of high usage. Thus it is vital that proposals be provided to OCGA early enough to ensure that review and submission can begin at least five working days prior to the submission deadline. Proposals submitted after this time may not be successfully submitted in spite of OCGA's best attempts. To ensure the best possible outcome, proposals should be prepared using S2S Grants (Cayuse) and submitted to OCGA by **Friday, May 22, 2009**.
- NIH P30 applications, "Supporting New Faculty Recruitment to Enhance Research Resources through Biomedical Research Core Centers," must be received at NIH by **Friday May 29, 2009**. These are hard-copy applications utilizing the PHS 398 forms and must be **shipped by May 28th** at the latest. We ask that Principal Investigators and departmental administrators arrange to copy and package all paper proposals from the department after OCGA sign-off to ensure that OCGA staff efforts can be focused on proposal review, sign-off and electronic submission.

eRA Outage and Memorial Day

- The NIH eRA Commons will be shut down from Friday May 22 through Tuesday May 25 for an extensive infrastructure upgrade. During the outage, the Commons will not be available to receive applications, view application images, view errors or warnings, or reject applications. This will not prevent OCGA or Departmental Research Associates (DRAs) from being able to review proposals in the UCLA S2S Grants system (Cayuse). The two-day error correction window will begin when the proposal is actually received by the Commons.
- Please also remember that Monday, May 25, 2009 is Memorial Day and a UC holiday. Like all other UCLA offices, OCGA will be closed.

Other Important Proposal Reminders:

- Departments should notify Grant Analysts and/or DRAs of pending proposals as soon as possible. If proposals are S2S Grants-eligible, they should be initiated in the system as soon as possible.
- In addition to the complete proposal, the following internal documents must be included in the Proposal Summary/Documents section of the S2S Grants system for the application prior to submission. Failure to do so may delay submission.
 - Signed Goldenrod
 - PHS PI Signature Form
 - Signed and dated 740
 - PI exception letter (if applicable)
 - Subaward proposal(s) (if applicable)
- Proposals should be proofread and ready to submit when they are received by OCGA or DRAs. The two-day viewing /rejection window is intended to correct NIH validation errors and other systems issues. It is not intended as an opportunity to proofread and/or edit the content of the application.

Compliance Review and Approvals:

- Because of the time sensitive nature of ARRA awards, PIs should begin the animal and/or human subjects review processes as soon as possible.
- For human subjects, the UCLA Office for the Protection of Research Subjects recommends that investigators notify the IRB as soon as they apply for, or learn that they will receive, ARRA funding so that the IRB can pre-assign the study to a committee for review. Even though the study may not yet have been submitted, this will help facilitate the review and approval of the study.
- For ARC approval for animal activities, investigators should contact the ARC staff as soon as they are notified of possible ARRA funding (arc@oprs.ucla.edu or 310-206-6308). Applications will be reviewed and approved as quickly as possible to meet ARRA funding dates.
- Disclosures of Financial Interest forms must be completed by the PI and any other investigators who share responsibility for the design, conduct or reporting of the results of research, prior to the submission of the proposal to NIH. Any disclosures that require review will be forwarded to the Conflict of Interest Review Committee for action as soon as possible to meet ARRA funding dates.

Award Set-up

- ORA staff are giving ARRA awards high priority for award set-up. As soon as PIs learn that an award has been made, they should notify departmental administrators immediately so they can prepare for personnel actions, high-value purchase orders, and issuance of subawards, even while ORA is finalizing award acceptance and set-up.

Finally, I want to thank the campus for their efforts to ensure the success of ARRA initiatives at UCLA. The response has been overwhelmingly positive and everyone – faculty and staff -- should be commended for the effort and dedication that has been demonstrated thus far.