Updates on American Recovery and Reinvestment Act (ARRA) Funding

Virginia Anders, Acting Director, OCGA
Evelyn Balabis, Director, EFM
OCGA ARRA Help Desk

- 10:00 a.m. – 5:00 p.m., Monday – Friday
- 310-794-0548
- ARRAHelpline@research.ucla.edu
OCGA ARRA Resource Website

http://www.research.ucla.edu/ocga/

UCLA Office of Contract and Grants Administration

Site Links

Note: You can also access these site areas via the menu above.

- Research Funding
- Proposal Preparation
AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009

Welcome to the OCGA site dedicated to information about the American Recovery and Reinvestment Act of 2009 (ARRA). The Act, also known as the stimulus package, which was passed by Congress and signed by President Obama in February 2009, provided unprecedented opportunities for the UCLA research community.

Policies and guidance at both the University and Federal level are changing rapidly. This site will be updated regularly, so please check back often. You may also consult the primary site for the federal government by clicking the logo below.

UCLA Resources:

Memo from Vice Chancellor Peccei – March 13, 2009

Memo from Vice Chancellor Peccei – March 25, 2009

Help Desk: 310-794-0549
10:00 a.m. – 5:00 p.m.
ARRAHelpLine@research.ucla.edu

Frequently Asked Questions

Research Administrators Forum (RAF) Presentation - March 2009

Department of Medicine Presentation - March 2009

S2S Grants System for Grants.gov Proposal Preparation

S2S Grants Resources Site

Sponsor Resources:
ARRA Frequently Asked Questions - NIH

Introduction
This site contains Frequently Asked Questions for NIH ARRA funding proposals. For other agencies, there will be a separate FAQ which can be accessed from the OCGA ARRA website.

Questions are sorted by program announcement. Click on a question to view the answer. If you do not find your question, or if you would like further details, please contact:
ARRA Helpline
310-794-0548
ARRAHelpline@research.ucla.edu

For technical questions specifically related to the S2S Grants system, contact S2Sgrantshelp@research.ucla.edu.

General: Can I submit a Competitive Revision AND an Admin. Supplement for the same parent grant?

NOT-OD-09-56: What start date should I use for my Administrative Supplement?

NOT-OD-09-056: On an NINDS multi-project grant, does the 50% budget limit apply to the total grant...

NOT-OD-09-58: What start date should I use for my Competitive Revision?

NOT-OD-09-058: How do I compile the Research Plan of a Competitive Revision?
Resources for S2S Grant Users

- S2Sgrantsadmin@research.ucla.edu to request user access or institutional profile
- S2Sgrantshelp@research.ucla.edu for questions related specifically to S2S

Grants system S2S Grants Login: https://s2sgrants.research.ucla.edu

S2S Grants Resources: http://www.research.ucla.edu/ocga/S2SGrantsInfo/index.htm
Use S2S-Grants if the funding agency to which you are applying is supported

- Establish “placeholder” in S2S Grants System ASAP
- At minimum, include:
  - Proposal name (using proper naming convention)
  - PI name
  - Deadline date
S2S-Grants Naming Convention

Naming Convention:
FML: Bruin, J; RFA-OD-09-003; Sample for RAF

FML = initials of grant analyst or DRA
Bruin, J = PI last name, first initial
RFA-OD-09-003 = funding opportunity number (FOA)
Sample for RAF = descriptive information for preparer/PI
Complete Proposals Due at OCGA Five Working Days Prior to the Deadline

- Complete proposal package includes:
  - Error-free proposal
  - Signed goldenrod
  - 740 signed by all senior personnel
  - Signed PI statement, if NIH
  - PI exception letter if needed
  - Complete subaward proposal
DEADLINES!
Deadlines

- Please notify OCGA of pending proposals as soon as possible to enable us to marshal appropriate staffing resources
  - Establish place holder if an S2S submission
NIH Challenge Grants (RC1)

- COMPLETE applications due at OCGA no later than 8:00 a.m. Tuesday, April 21, 2009
- BE SURE TO USE NIH-MINIMAL VALIDATION TYPE
- Currently 272 applications in the system – ONLY 14 SUBMITTED!

We’ve a long way to go!!!
**RC1 Reviewers Checklist**

**Reviewer’s Checklist**

**RFA-OD-09-003: Recovery Act Limited Competition: NIH Challenge Grants in Health and Science Research (RC1)**

**NIH Due Date:** 5:00 pm PDT on Monday, April 27, 2009  
**OCGA Due Date:** 8:00 am PDT on Tuesday, April 21, 2009

**Notes/Comments**
- Highlighted items are the most important and could cause the proposal to be rejected if not completed properly. If time is limited, only review highlighted items.
- No supplemental/update information will be accepted, so PI’s should be reminded to beware that what they submit is final.
- See NOT-OD-09-045 for Special Review Criteria

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<thead>
<tr>
<th>Checkmark (✓)</th>
<th>No Issues, Item Completed Correctly</th>
</tr>
</thead>
<tbody>
<tr>
<td>Circled Item</td>
<td>Issue or Outstanding item</td>
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<tr>
<td>Dash (-)</td>
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**General**

- Proposal Type: NIH RC1
- On the proposal main screen, hold your cursor over the form type to see the full name of the application template.

<table>
<thead>
<tr>
<th>Proposal Type</th>
<th>NIH RC1</th>
<th>2009-03-19</th>
<th>Recovery Act Limited Competition: NIH Challenge Grants in Health and Science Research (RC1)</th>
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<td>2009-03-19</td>
<td>Recovery Act Limited Competition: NIH Challenge Grants in Health and Science Research (RC1)</td>
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- Cause Validation Type: NIH-Minimal
  - Important Note: Due to the time constraints that NIH is faced with in developing and launching this funding opportunity, all of the new validations in the PDR are in the form of WARNED/ERRORS rather than ERRORS. Therefore, it is extremely important that preparers, reviewers, and submitters read and understand the guidelines for the S2S grants system. Warnings will not cause an application to be rejected by Grants.gov or the NIH Commmons, but the Center for Scientific Review (CSR) may reject applications found to be non-compliant with the guidelines.

- Uploaded Files:
  - Files have no headers or footers
  - Font: Arial, Helvetica, Palatino Linotype, or Georgia (black and 11 point or larger)
  - Margins are at least 1/4-inch

- Errors/Warnings Button: 0 Errors

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**RC2 Deadline is May 27, 2009**

- RC2 Reviewers Checklist will be out soon (be sure to use NIH MINIMAL validations!)
Other Deadlines for complete applications to OCGA:

- NIH Competitive Revisions
  - Should have been in OCGA 8:00 a.m., Wednesday, April 15, 2009

- NIH Grand Opportunities (GO/RC2)
  - No later than 8:00 a.m., Thursday, May 21, 2009

- Supplements
  - Deadlines vary
  - Not S2S eligible
Recovery Proposal Hints and Tips

- Will be posted on RA Forum web site as an addendum to this presentation
VERY IMPORTANT!

- GRANTS.GOV WILL BE UNAVAILABLE THE WEEKEND OF APRIL 18 AND 19
- WILL NOT BE ABLE TO SUBMIT PROPOSALS
- WILL NOT BE ABLE TO RETRIEVE FUNDING OPPORTUNITY ANNOUNCEMENTS (FOA)
  - If application is S2S eligible, make sure FOA is in the system
  - If application is not S2S eligible, download the FOA to your computer before this weekend
Administrative Costs

- OMB Circular A-21 governs University use of Federal funds
- Administrative costs not generally allowed as a direct cost – included in indirect cost rate calculation
- Exception allowed for “major project” defined as project requiring non-routine level of administrative support
UCOP, COGR, other institutions have suggested that ARRA grant terms make ARRA awards “major projects” by definition, i.e. non-routine level of administrative support required to meet ARRA reporting requirements

- Only department-based costs that can be directly associated to a project would be recoverable
- Central costs cannot be directly associated to a specific project and would not be recoverable
“Pros and Cons” of proposing administrative costs in ARRA proposals:

- Administrative costs may be disallowed by sponsor before award, and award reduced accordingly.
- If not included in proposal, department must support reporting requirements with other funding sources, or through rebudgeting.
“Pros and Cons” continued:

- If charged after the fact through rebudgeting, cost could be disallowed in audit and would be refundable to the government.
- Costs may be approved thereby providing help to department in meeting extraordinary reporting requirements.
If requested in budget, include appropriate justification. See sample language from COGR:

- Due to the extraordinary administrative oversight and reporting activities associated with awards made under the American Recovery and Reinvestment Act, this proposal includes (insert appropriate percentage of effort) salary support for the additional administrative services required by the Act should an award be issued. Regulatory support for this request is located at OMB Circular A-21 F.6. a. (2.), which states: “Direct charging of salaries of administrative and clerical staff costs may be appropriate where administrative or clerical services required by the project are significantly greater than the routine level of such services provided by academic departments.”
Administrative Costs (cont.)

- If rebudgeted after award, justification must be sent to EFM and retained in department file to support any audit inquiry
NIH Challenge Grant

THE UCLA OFFICE OF RESEARCH ADMINISTRATION ACKNOWLEDGES

Dr. Andrey Mazarati

Keith Steele

FOR STEPPING UP TO THE "CHALLENGE" AND BEING AMONG THE FIRST TO SUBMIT A CHALLENGE GRANT PROPOSAL

Marcia Smith, Associate Vice Chancellor for Research

Date

Virginia Andrews, Acting Director, OGRA

Date
NIH Challenge Grant

The UCLA Office of Research Administration Acknowledges

Dr. Yin Tintut

Raellen Man

For stepping up to the “Challenge” and being among the first to submit a Challenge Grant Proposal

Marcia Smith, Associate Vice Chancellor for Research

Virginia Anders, Acting Director, ORA
ARRA Post Award Updates

- NSF – National Science Foundation
  - Expend funds in a timely manner on allowable award costs
  - NSF will monitor expenditures. If after 12 months no allowable expenditures have taken place, NSF may consider reducing or terminating the award and reallocating the funds.
ARRA Post Award Updates

 Reporting Requirements

- Increased administrative burden on department administrators to insure progress reports are submitted on time and to track new and retained jobs funded by ARRA – all due 10 calendar days after quarter ends.
- Reported costs must be Ledger based – reports due 10 calendar days after quarter ends (for subawards – due 5 calendar days after the quarter ends)
- Monitor awards monthly
- Will include commitments and encumbrances on ledger as obligated funds
ARRA Post Award Updates

- Assign separate Fund numbers for ARRA funds
  - Separate fund numbers for new awards
  - Separate fund numbers for supplements
- Sponsor requirements:
  - No commingling of ARRA funds and non-recovery funds
  - No carry-forward of ARRA funds to non-recovery funds
  - No carry-forward of non-recovery funds to ARRA funds
ARRA Sponsor Requirements

- Separate draw-downs for ARRA funds
- Separate CFDA #’s for ARRA funds
  - 93.701: non–construction ARRA funds
  - 93.702: NCRR construction ARRA funds
- Separate Financial Reports / Closeout of ARRA funds
  - ARRA Supplements
    - Separate reporting from parent fund
    - No rebudgeting between parent fund and recovery supplements
    - ARRA supplements are eligible for a one-time no-cost extension
UC / UCLA Specific Updates

- ARRA flag in InfoEd at the budget level
- New Fund Group Codes – Financial System & QDB
  - 100210 - Federal Grants, Plant Funds – ARRA
  - 406110 – Federal Appropriations – ARRA
  - 406230 – Federal Grants – ARRA
  - 406340 – Federal Contracts - ARRA
New flow-through Codes

- ‘6’ – Contract, grant or other agreement funded partially by federal ARRA funds, and partially by a State or Private Source

- ‘7’ – Contract, grant or other agreement funded 100% by federal ARRA funds, although allocated by a State or Private source.
UC / UCLA Specific Updates

- ARRA MANAGEMENT REPORTS THROUGH THE WEB PORTAL
  - Interdisciplinary work group, with broad campus representation will be convened to assess management reporting needs for ARRA funds