THE UNIVERSITY OF
NEW MEXICO.

IN A FLASH

The Office of Sponsored Projects and Contract & Grant Accounting Newsletter   **January 2019 Edition**

Happy New Year and a big thank you to all of our colleagues for your hard work and dedication to UNM's research community!

Partial Federal Shutdown

Due to the partial government shutdown, your proposals and awards may have been affected. Please refer to the link below for the latest information:

Office of Sponsored Projects Guidance

Fun Facts

Super Blood Wolf Moon 2019

When the Moon comes closest to the Earth, it is called "supermoon", according to space.com. The first full Moon of the year (in January) is named after howling wolves or "Wolf Moon". The two occurrences together led some to name the phenomenon this year Super Blood Wolf Moon.

Photo courtesy of Timothy Wester

The century's longest total lunar eclipse took place last year on July 27-28, 2018, and lasted approximately one hour and 43 minutes.

According to NASA, the next total lunar eclipse is likely to take place in May 2021.

NSF Advisories

12/22/18—ATTENTION:

Please click here for important proposal guidance.

GRANTS MANAGEMENT TRAINING

Dear Research Community

All Principal Investigators (PIs) and Co-Investigators (Co-PIs) with new and existing awards are required to complete Grants Management Training by **March 1, 2019**.

Please refer to the following OVPR memo and training online link (located to the left) for more information on how to register for the training.

**UNM OFFICE OF THE VICE PRESIDENT FOR RESEARCH**

December 11, 2018

Dear UNM Research Community,

The content of the Grants Management Training (GMT100) available online via Learning Central has been updated and streamlined. This training presents the fundamentals of administering sponsored projects at the University of New Mexico as well as resources available to support researchers in successfully administering their awards.

Completion of Grants Management Training is a requirement for all Principal Investigators (PI's) and Co-Investigators (Co-PI's) on all new and existing awards. Training should be completed within 30 days of receipt of a first award and every three years thereafter. Current investigators who have not taken Grants Management Training within the past three years should complete the updated course by March 1, 2019.

Upon completion, this course will be added automatically to the "My Learning Assignments" section of your UNM Learning Central account with a new due date in three years.
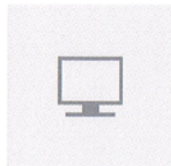
How to take the training online:
Step 1. Go to https://learningcentral.health.unm.edu

Step 2a. **I don't see Grants Management** in my Learning Plan:
　　i. Search for GMT 100
　　ii. Click *Add to Learning Plan* and *Start the Course*

Step 2b. **I see Grants Management** in my Learning Plan:
　　i. Click *Start Course* for the Grants Management Training

For More information about this or more research training opportunities, please visit the OVPR training page at http://research.unm.edu/training-networking.

Sincerely,

Gabriel López
Vice President for Research

TEAM UPDATES

Award Team

What is an ABS?

An ABS is an Award Budget Sheet. An ABS designates how award dollars will be spent. A copy of the ABS can be found at the following link:
https://osp.unm.edu/forms/index.html

Why is an ABS important?

An ABS is reviewed carefully to determine that the budget categories are aligned with the award documents received and that the dollar amounts are correct.

When is an ABS used?

The ABS should be submitted to the Office of Sponsored Projects (osp@unm.edu) at Award Stage. Please note that an ABS is different from the Budget Template that is submitted at Proposal Stage.

Proposal Team

NSF Update

Dear Colleagues:

Due to a lapse in appropriations and uncertainty about the timing of a resolution to the partial government shutdown, the National Science Foundation (NSF) is delaying the NSF Senior/Key Person Profile form changes on Grants.gov, originally scheduled to be released on January 28, 2019. The form changes are outlined in our email dated December 3, 2018, included below.

As a result, the recommendation is that S2S partners also delay releasing similar changes made in their interfaces to remove the "Degree Type" and "Degree Year" fields, to maintain consistency with Grants.gov and with NSF's FastLane and Research.gov systems.

NSF will provide information about the rescheduled date for these form changes as soon as possible and apologizes for any inconvenience.

If you have any questions, please contact the NSF Help Desk, which is open during the shutdown, at 1-800-381-1532 or rgov@nsf.gov. Policy-related questions may be directed to policy@nsf.gov after NSF resumes normal operations.

Regards,

NSF Division of Information Systems

Don't forget to schedule your Comprehensive Component Review Appointment.

The proposal review appointment form allows the PI or designated representative to choose three preferred proposal review dates. Please only chose dates and times when you will be available. There is also a note section to fill in with any additional information you may want the scheduler and/or Proposal Specialist to know.

To request a proposal review appointment with a Proposal Specialist, please visit the OSP Website and click the new & improved Appointment Request button.

CGA Updates

UNM Effort Certification Reminders:

There are still several delinquent pre-reviews and certifications for the 201801 effort period (period covering January – June 2018). As a reminder, the certifications for this effort period were due on November 30th. Please refer to the January 2018 – June 2018 Deadline Memo email that went out through the effort reporting listserv. Our effort reporting team has been following up with on these delinquent reports. Please ensure these actions are complete before the next effort reporting period rolls out.

Useful link: Quick Guide for Certifiers

MyReports Effort certification tools/resources:

The following reports are located in the Finance/F All Campus Reports folder.

FNRECRT – Effort Certification Status Report: This report provides a list of employees in the effort queue by Status and State of the employee record and also allows departments to view any pending actions or actions taken by Organization code.

FNRECDS – Effort Certification Detail and Summary Report: The detail report type is a reconciliation tool between salary reports and effort certification percentages displayed in LoboWeb (by pay period and total). The summary report type is equivalent (and a replacement) for the Eprint reports FRROEC01 and FRROEC02 and can be used as a hard copy replacement to be signed manually as needed.

UNM Finance Bulletin

Hello,

Please share the following information with all Faculty, Staff and Students in your areas.

Beginning February 11, 2019, expenses and reimbursements that are not submitted in Chrome River – Mercury within 180 calendar days of the expenditure date will no longer be processed for payment per the policy changes that became effective in 2018 regarding submission requirements.

At the recommendation of Internal Audit, University Policies 4000 ("Allowable and Unallowable Expenditures"), 4030("Travel"), and 4320 ("Purchasing Goods Off Campus") were updated to prohibit the reimbursements of expenses beyond 180 calendar days.

This change applies to:

- Travel Reimbursements with travel end dates on or after August 14, 2018
- Other Chrome River - Mercury Payments/Reimbursements incurred on or after August 14, 2018.

Please be sure to submit your Chrome River – Mercury reimbursements and payments within 60 days to avoid IRS Accountable Plan tax to the recipient and within 180 days to avoid non-payment to the recipient.

Thank you,

Financial Services Resources

MSC01 1290

http://fssc.unm.edu/

If you have any issues or questions, please contact OSP at (505)277-4186 or osp@unm.edu.

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IRB Update

Revised Common Rule

The Federal Policy for the Protection of Human Subjects, or the "Common Rule" is being revised for the first time since being promulgated in 1991. The revisions are extensive, but only the highlights are covered here. If you are interested in reading the revisions in their entirety, you can access them online at: Federal Register Common Rule.
The implementation of the revised Common Rule was delayed for one year and now these new regulations **went into effect on January 21, 2019.** Forms and templates have been revised to accommodate the revised Common Rule and are posted in the IRB Library. It is important that you download the most current versions of IRB submission documents to prevent delays in the review process. *Please note that these changes are specific to federally funded research.*

Some of the important elements of the revised rule include:

- The requirement for consent forms to provide potential research participants "key information" so they can make a more fully informed decision about whether to participate.
- The establishment of new exempt categories of research based on the level of risk posed to participants. For example, to reduce unnecessary regulatory burden and allow IRBs to focus their attention on higher risk studies, there is a new exemption for secondary research involving identifiable private information if the research is regulated by and participants protected under the HIPAA rule.
- Removal of the requirement to conduct continuing review of ongoing minimal risk research studies in instances where such review does little to protect participants.
- New informed consent waiver criterion that requires the researcher to justify why access to identifiable data or biospecimens is necessary.
- The requirement that consent forms for certain federally funded clinical trials be posted on a public website.
- The requirement to use a single institutional review board (sIRB) for multi-site federally funded research. This particular requirement has an implementation date of 2020 but has already been adopted by NIH and is now required for NIH funded multi-site studies.

Based on the revised Common Rule, the UNM IRB has made some important changes in our institutional policies and procedures, which are highlighted below:

- There are now two tracks for review of human research: **federally funded projects** (and projects expected to be submitted for federal funding) and **non-federally funded projects**. It is important to keep the IRB informed of the funding status of your project to ensure it is reviewed under the appropriate policies.
- Most minimal risk research (regardless of funding) no longer requires continuing review by the IRB unless recommended by the IRB reviewer. Approval letters will indicate whether continuing review is required for your project. **NOTE** that *current IRB approval expiration dates are valid* until the project is reviewed under the revised regulations. Also *amendments* must still be submitted to the IRB for approval prior to implementation.
- All human research will be subject to post approval monitoring (PAM) such as directed self-assessments, consent form reviews, and administrative check-in by OIRB staff in order for the University to ensure that research is being conducted in accordance with IRB approval and ethical standards.

It is strongly recommend that all human researchers review the updated policies and download new and/or revised forms that will be posted on the website. When submitting new packages to the IRB, always obtain forms and templates from the IRB Library to avoid delays in processing. Again, note that if you have a currently approved project with an expiration date, ***that expiration date is still in effect until the IRB reviews the project under the new regulations***.

Please contact the IRB office with any questions at http://irb.unm.edu or 505-277-2644.

From Volume VI, No. 2 – 1/14/2019 NCURA e-Xtra:

Policy Changes at NIH:

Rules regarding human subjects, updated review criteria, eligibility for the AREA (R15) program are among the changes going into effect for applications submitted to the agency beginning Jan. 25.

URL: https://nexus.od.nih.gov/all/2019/01/08/reminder-of-policy-changes/

U.S. Officials Warn Health Researchers: China May Be Trying to Steal Your Data:

The Trump administration has warned scientists doing biomedical research at American universities that they may be targets of Chinese spies trying to steal and exploit information from their laboratories.

URL: https://www.nytimes.com/2019/01/06/us/politics/nih-china-biomedical-research.html

Science and the Shutdown: 5 Things to Watch as US Impasse Drags On:

A second wave of closures looms as the government funding fight barrels towards a record-breaking fourth week.

URL: https://www.nature.com/articles/d41586-019-00082-4

Contact Us

Give us a call or visit our websites for more information about our services.

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(505) 277-4186
osp.unm.edu

CGA
(505) 277-4721
cgacct.unm.edu

OSP is on Twitter. Please follow us @OSPUNM1.

Pop Quiz

1. What federal agency was the first to fund research grants?

    a. National Institutes of Health
    b. Office of Naval Research
    c. National Science Foundation
    d. US Department of Energy

2. Which of the following is not a basic underlying ethical principle in the protection of human subjects?

    a. Justice
    b. Respect for Person
    c. Beneficence
    d. Cure

3. What is the effect of cost share on the F&A rate?
    a. Increases rate
    b. Decreases rate
    c. No effect
    d. Cost share is not figured in the F&A rate

Customer Service Feedback -- A survey link is embedded in all outgoing OSP Staff email. Please take the opportunity to tell us how we are doing.

If you have any questions or newsworthy items to share, please email them to the FLASH Editor, Jamey Cook