

The Office of Sponsored Projects and Contract & Grant Accounting Newsletter

2021 2nd Quarter Edition

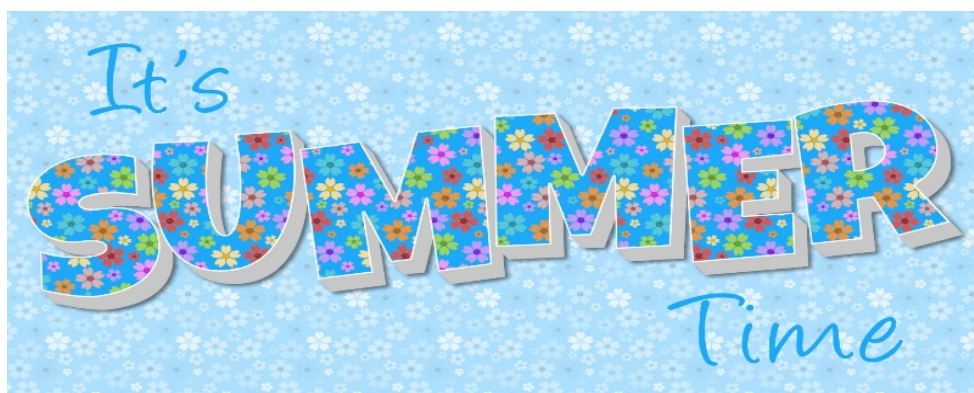
Message from OSP and C&G:

We appreciate everyone's continued efforts and participation in ensuring that all actions submitted to our offices are done so in a timely manner while working remotely. We may not all be on the same campus, but we are only a video chat or call away. Please feel free to continue reach-out if help is needed!

Effective Monday, August 2nd, and in conjunction with UNM's Safe Return to Campus, Suites 2100 and 2200 in the John & June Perovich Business Center will be open to the research community! Although most OSP and CGA employees will be telecommuting on select days, our doors will be open Monday thru Friday from 8am to 5pm (closed between noon and 1pm for lunch) with adequate coverage provided for each team. We look forward to providing continued support and service to our research community, now in-person and online.

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Proposal Review Appointments

To schedule a proposal review appointment
please visit:

<https://ospappointment.unm.edu/schedule>

New Proposal Scheduling System

Our new scheduling system is now live! Users may now schedule their Comprehensive Proposal Review Appointments through our website or by using the following link:

<https://ospappointment.unm.edu>

IMPORTANT **ANNOUNCEMENT**



Upcoming Proposal Deadlines

Please be sure to review the following link to ensure you have the most updated deadline dates for any Grants.gov proposals you may be working on:

<https://www.grants.gov/web/grants/search-grants.html>

WARNING
DUE DATES ARE CLOSER
THAN THEY APPEAR

In Case You Missed It

Office of Sponsored Projects

Website Updates

UNM Budget Template & Fringe Rates:

We have recently updated our OSP [budget templates](#) to reflect the FY22 [Fringe](#) and Tuition Rates. Please visit our website to ensure you are utilizing the most updated rates and templates for your proposal budgets.

UNM Eligibility for Principal Investigator Status:

The UNM Eligibility policy has recently been updated to clarify the language regarding LAT (Letters of Academic Title) positions. You may review the updated policy at the link below:

<https://osp.unm.edu/pi-resources/pi-eligibility.html>

Contract & Grant Accounting

Effort Certifications

The **202002 Effort Reporting** for July 2020 – December 2020 **was due on June 18, 2021**. All the pre-reviews have been completed. Our Effort Reporting Team in C&G has been reaching out to the Principal Investigators (PI) via email with a list of employees that need to be certified. It is a Federal Requirement that all effort is certified for 5R monthly employees. Below is a step by step quick guide on how to certify the effort:

<http://cgacct.unm.edu/docs/quick-guide-for-certifiers.pdf>

National Science Foundation (NSF) Updates

PAPPG Updates

NSF recently announced the release of the revised version of the NSF Proposal & Award Policies and Procedures Guide (PAPPG) (NSF 22-1). This will be effective for proposals submitted or due on or after October 5th, 2021. Please visit NSF's website to review the updated PAPPG via the link below:

https://www.nsf.gov/publications/pub_summ.jsp?ods_key=nsf22001&org=NSF.

Current & Pending Disclosures

NSF has developed a disclosure table entitled "NSF Pre-award and Post-award Disclosures" to help aid in identifying where these disclosures must be provided in proposals, as well as, project reports:

https://www.nsf.gov/bfa/dias/policy/disclosures_table/june2021.pdf.

OSP Staff Announcement



We would like to welcome our newest staff member to the OSP Team:

Welcome to Maria Aceves who joined the Proposal Team. You can read more about Maria [here](#).



UNM Campus Announcements

Conflict of Interest in Research COI - Main and Branch Campuses*

Conflicts of interest (COI) in research may occur when an investigator's private interests (such as outside professional or financial relationships) may compete with his or her professional obligations to UNM. Here is a link to the UNM COI website where you can obtain more information regarding COI disclosures: <https://researchcompliance.unm.edu/conflict-of-interest/index.html>. You may also email the Office of Research Compliance at the email address below:

Office of Research & Compliance (for Main and Branch campuses)

Email: coiresearch@unm.edu

*UNM HSC has their own COI office and submission process.



RAN Working Group

The UNM RAN Working Group is continuously striving to recruit new members of the UNM Research Community to join the group. If you or someone else you know is interested in joining, please subscribe to our RAN listserv to receive updates from our office.



RAN Resources

Did you miss any of our RAN meetings this last quarter? If so, no worries. We've got you covered! Please check out the resources from our latest RAN meetings below.

<https://osp.unm.edu/pi-resources/ranmeeting.html>.

Are you subscribed to the RAN listserv? If not, you may be missing important updates and information on research administration at UNM. Please click the link below to sign up for this listserv to receive updates from the research offices and agendas for the RAN meetings.

[Sign Up](#)

Reminders

Office of Sponsored Projects

Grant Solutions Update

The U.S. Department of the Interior has been rolling out Grant Solutions to all of the federal awarding agency bureaus which was implemented in a total of 3 transition groups, with the last group transitioned as of 08/17/2020. As a result of this rollout, Grant Solutions will phase out support for Internet Explorer by 08/17/2021. More information regarding the update and other common sponsor portals can be found [here](#).

JustGrants Update

The U.S. Department of Justice (DOJ) recently implemented a new system known as JustGrants which will be used for both Awards and Proposals. OSP is currently working on developing a revised procedure to align with the recent changes associated with the new system. Please contact OSP if are planning on submitting a DOJ proposal in the near future.

Contract & Grant Accounting

Section 117 Reporting

Contract and Grant Accounting will begin our semi-annual reporting inquiry to UNM accounting offices (or other offices receiving foreign gifts/contracts directly). Every six months (in January and July), we will compile a list of gifts and contracts received from foreign sources to determine if, alone or combined, there is any gift or contract from a foreign source valued at \$250,000 or more. If a gift or contract, alone or combined, is identified over this threshold, we will be required to report it through the Department of Education's Reporting Portal by July 31st.

We are currently working with the OVPR on a Section 117 Disclosure Submission Form that can be filled out by any employee at UNM who has received a foreign gift or contract directly (not through OSP, C&G, UNM Foundation, or any other accounting office) in support of their work at UNM. This information will be compiled with other gifts and contracts identified from other accounting offices to determine if reporting is required.

Section 117 useful links and resources:

- UNM's Section 117 Website: <https://research.unm.edu/fi-section-117>
- Dept of Ed Section 117 Website: <https://www2.ed.gov/policy/highered/leg/foreign-gifts.html>

Contract & Grant Accounting (cont'd)

Federal Minimum Wage Increase on Federal Contracts

The White House released an [Executive Order](#) on April 27, 2021 that will increase the hourly minimum wage paid by the parties that contract with the Federal Government to \$15.00 for those workers working on or in connection with a Federal Government contract. This new minimum wage is only applicable to federal contracts or subcontracts and is effective beginning January 30, 2022. If you have any questions on this or how UNM currently monitors minimum wage compliance on federal contracts, please contact [Jeremy Hamlin](#).

NSF-OIG Performance Audit Related to OMB Flexibilities

In response to the Coronavirus Disease 2019 (COVID-19) pandemic, the Office of Management and Budget (OMB) issued memoranda that provided temporary administrative flexibilities for Federal financial assistance awards. Subsequently, NSF published a variety of additional guidance for NSF awardees regarding how to implement these flexibilities.

Recognizing the need to ensure NSF award recipients properly implemented these flexibilities, the NSF Office of Inspector General engaged Cotton & Company LLP to conduct a limited-scope performance audit to determine whether the University of New Mexico (UNM) implemented the administrative flexibilities and, if so, whether it complied with the associated guidelines.

The final report of this performance audit was released on May 13, 2021, and the audit results can be viewed using the following link:

[https://www.nsf.gov/oig/pdf/21-1-009 University of New Mexico.pdf](https://www.nsf.gov/oig/pdf/21-1-009%20University%20of%20New%20Mexico.pdf)

The Contract and Grant Accounting office wishes to thank all PIs and Department Administrators involved in this audit for their cooperation and assistance throughout the audit process.

Fiscal Year-End 2021 Deadlines - Finance

As a reminder, all month-end close schedules and year-end deadlines are updated regularly and can be found at the following webpage: <http://fssc.unm.edu/>.

All daily deadlines are by 5:00 PM, unless otherwise noted. Please adhere to the deadlines indicated to ensure that your transactions are processed before the year closes. **Dates are subject to change.** Financial Services will email updates to all Finance users as appropriate. Please contact the appropriate office listed on the Financial Services Resources website (<http://fssc.unm.edu/>) if you need assistance.

Stipends and Participant Support Costs

Per Uniform Guidance- 2 CFR 200.75 “Participant support costs means direct costs for items such as stipends or subsistence allowances, travel allowances, and registration fees paid to or on behalf of participants or trainees (but not employees) in connection with conferences, or training projects.”

In order to process stipends correctly, please ensure they are routed through the appropriate process. The following table should help to ensure that stipend requests are routed appropriately to C&G for review:

Stipends and the Appropriate Payment Method by Payee Type:

Payee Type	How to Process		
	Workflow	Chrome River	Pre/Post Doc Stipend Form (Paid via A/P)
UNM Students (Enrolled)	Departmental Award Form through SFAO Departmental Award Request Workflow	Do not submit in Chrome River	Do not submit via stipend form
Ruth Kirschstein/MARCS Pre and Post Graduate students	Do not submit in SFAO Workflow	Do not submit in Chrome River	Appropriate stipend form routed to C&G: Pre Doc Stipend Form No Payback Agreement or Post Doc Stipend Form
High School Students or Other Participants (Non-Employees)	Do not submit in SFAO Workflow	For one-time payments Submit as CR Expense Report: Report Type: Non-Employee Title: Other Type (drop down): Research Study Incentives Account Code: 4660	For recurring monthly payments Submit using a stipend form and route to C&G: Pre Doc Stipend Form No Payback Agreement

Participant support costs are typically not allowable to employees. Please consult your fiscal monitor in the event a non-standard payment or extra compensation (for faculty only) may be appropriate.

For more information on participant support costs please visit:

<https://osp.unm.edu/pi-resources/participant-support.html>

