

Supporting the growth of research and leading the way in research administration!

# ORSP Newsletter



OFFICE OF RESEARCH AND SPONSORED PROGRAMS

OCTOBER 2008

## New process for certifying time and effort in development

As our research portfolio continues to grow, so does our legal obligation to account for the expenditure of federal, state, and private funds awarded to UMass Boston to support research and sponsored programs.

In past years, time and effort reports were certified on an annual basis using paper and pen. And while a date still has to be set, at some point during the 2008-2009 academic year ECRT (electronic time and effort certification) will be introduced to the University of Massachusetts System, and all principal investigators will be required to certify their time and effort reports, as well as those of individuals paid from their grants, at the end of the fall, spring, and summer semesters.

ECRT is a web-based technology that intuitively guides certifiers and administrators through the various facets of the effort reporting and certification process. The ECRT system uses a guided process to walk you through the steps that you will need to complete your time and effort certification.

Information on ECRT training, currently in development, and a go-live date, likely in March 2009, is forthcoming from the Office of the Provost and Vice Chancellor for Academic Affairs.

## ORSP Grant and Business Managers Network

As a staff member do you provide grant administration support to faculty? If you do, then the Network is for you. Network meetings focus on grant administration policies, processes, and procedures, and serve as information sharing sessions with your colleagues with similar responsibilities in other colleges, departments, programs, institutes, and centers.



Meetings are held monthly, last one hour, and include lunch. For details contact Jim Mortenson at [james.mortenson@umb.edu](mailto:james.mortenson@umb.edu).

## Workshop on the COS Funding Opportunities Database

Wednesday, November 19, 2008

9:00 am - 11:00 am, repeated 1:00 - 3:00 pm

Trainer: Jennie Fine, Senior Manager, COS Client Services

COS is the Internet's largest and most comprehensive research database. The UMass Boston ORSP pays for the university's COS subscription, and the service is available to all faculty, staff, and doctoral students. Despite the name "Community of Science," the database also provides excellent coverage of funding opportunities in the humanities, social sciences, and arts. To register for one of these sessions or request additional information, please contact Jim Mortenson by e-mail at [james.mortenson@umb.edu](mailto:james.mortenson@umb.edu). The registration deadline is Monday, November 3, 2008.

## Some recent new awards

John Halliday (Institute for Community Inclusion) has been awarded a \$1.2 million grant from the Massachusetts Department of Transitional Assistance for his project "DY09 Rapid Response and Financial Planning."

Debra Hart (Institute for Community Inclusion) has been awarded a \$1.1 million, three-year grant from the United States Department of Education for her project "Equity and Excellence: Universal Course Design."

Meng Zhou (Department of Environmental, Earth and Ocean Sciences) has been awarded a \$97,000 grant from the National Science Foundation to support his work on "The Ecological Role of a Poorly Studied Antarctic Krill Predator: The Humpback Whale."

Jemadari Kamara (Department of Africana Studies) and Charlie Titus (Office of the Vice Chancellor for Athletics and Recreation/Special Programs and Projects) have been awarded a \$175,000, two-year grant from the United States Department of Education to conduct an "International Sports Programming Initiative" in Senegal.

Jean Rhodes (Department of Psychology) has been awarded a \$10,000 grant from the National Mentoring Partnership for "Developing a Research Agenda" for that partnership.

## NIH announces transition schedule to new Adobe forms when submitting through Grants.gov

The National Institutes of Health (NIH) has announced its transition schedule to move to the new Adobe forms when submitting through Grants.gov. The information below provides the Transition Schedule for NIH/AHRQ/CDC/NIOSH/FDA from PureEdge to Adobe-based grant application forms for electronic submissions of SF424 Research and Related (R&R) applications. Please note the importance of this schedule, as Grants.gov will not accept PureEdge applications after the transition dates listed in it. The announcement is available at <http://grants.nih.gov/grants/guide/notice-files/NOT-OD-08-117.html>.

### Important notes

It is crucial that applicants check the Funding Opportunity Announcements (FOAs) in December to download the new Adobe application forms: Between now and December, NIH will publish new FOAs without accompanying application forms. They expect to have the forms for posting from Grants.gov by early December 2008; NIH will issue a Guide Notice when the Adobe forms are available. Adobe forms for small business applications and conference applications will be posted in early February 2009.

NIH currently has FOAs that are active for three years; these are also transitioning to Adobe. Adobe forms will replace PureEdge forms in the December 2008 timeframe. PureEdge forms will not be accepted by the Grants.gov system after the transition to Adobe.

Grants.gov requires a specific version of Adobe Reader in order to open, download save and submit an Adobe application. The latest versions are listed on the Grants.gov site and are updated as new editions are produced (see the [Download Software](#) page). CAUTION: Applicants should make sure they are using the recommended versions of Adobe Reader. Versions earlier than 8.1.2 should not be used and may corrupt when the completed application is uploaded.

### Please be advised

Applicants currently working on a PureEdge grant application to be submitted in January 2009, are advised to continue to develop their research plan components and other parts of the application that will be uploaded as attachments, but wait to complete the application forms until the Adobe forms become available in December (unless it is exempted as noted above).

More details will be provided in the coming weeks on the Resources for Adobe Transition Web page on the Electronic Submission of Grant Applications Web site at: <http://era.nih.gov/ElectronicReceipt/>.

## Compliance Corner

### Research compliance manager hired

Deborah Elek will soon join the UMass Boston community on October 27th as the institution's first research compliance manager. Ms. Elek is currently director of the Center for Regional Research & Community Education at SUNY-Potsdam.

### Required training for research with human subjects

Since November 1, 2004, all PIs and co-investigators have been required to provide evidence of their understanding of the federal rules and regulations, as well as the UMass Boston policies and procedures, concerning research with human subjects before the UMass Boston Institutional Review Board (IRB) will consider the approval of new submissions, modifications, or continuation requests for research with human subjects.

In addition, the release of university funds, from either external or internal sponsors, that support PIs' or co-investigators' research with human subjects requires similar evidence. For students engaged in research with human subjects, both the student and his or faculty or staff sponsor must provide the required evidence.

UMass Boston has contracted with the University of Miami to provide online training through the Collaborative IRB Training Initiative, or CITI, on issues related to the protection of human subjects in research. The training is free and must be completed by all researchers planning to conduct research with human subjects.

The process for accessing the CITI training course appears below.

1. Visit the CITI website at <http://www.citiprogram.org>.
2. Click on the red link "Register for the CITI course".
3. From the "All Others" drop down menu select "University of Massachusetts Boston" and click on "Submit".
4. Select a username and a password.
5. Follow the registration prompts until you reach the main menu. Select "Basic Course".

Researchers who successfully complete the CITI training will be required to complete the refresher training course 3 years later. Kristen Kenny, the university's IRB administrator, will notify you by e-mail when it is time for you to complete the one-hour refresher course. Ms. Kenny is available at 617.287.5374 or [kristen.kenny@umb.edu](mailto:kristen.kenny@umb.edu) to answer your questions about as well as how to register for the training.

## Future events on campus

Presented by the Department of Biology, Friday, October 24, 2008, 2:30 pm, Science Center, 1st floor, room 006

Dr. Christopher Himes, a HHMI Postdoctoral Research Fellow in Biology at Williams College, will lead the seminar "Historical Population Genetics of Temperate Forest Occupants in North and South America." The seminar will be hosted by UMass Boston Assistant Professor Solange Brault, Department of Biology. The seminar is cosponsored by the Initiative for Maximizing Student Diversity (IMSD) in the Sciences at UMass Boston and the Ronald E. McNair Fellowship Program Post-Baccalaureate Achievement Program. All are welcome.

**Presented by the Department of Biology, Friday, October 31, 2008, Science Center, 1st floor, room 066**

Dr. Ulrike Eggert, Dana-Farber Cancer Institute and Harvard Medical School, will lead the seminar "A Combined Chemical Genetic/RNAi Approach: New Tools to Study Cell Division." UMass Boston Associate Professor Adán Colón-Carmona, Department of Biology, will serve as the host. All are welcome.

**Presented by the Center for Urban Cultural History, Monday, November 14, 2008, 4:00-6:30 pm, Campus Center, 3rd floor, room 3545**

The Student Conference: "City, Ciudad, Cidade, Cite: Teaching and Thinking Cities" will feature presentations by honors students Gabriela Antunes, Michael Metzger and Eleanor Mooney. They will discuss their experiences developing teaching units on Lisbon, Salem and Paris, and then teaching these units to first year students. Dick Cluster, associate director of the UMass Boston University Honors Program, will serve as moderator.

**Presented by the College of Nursing and Health Sciences, Monday, November 17, 2008, 7:00-9:00 pm, McCormack Hall, 3rd floor, Ryan Lounge**

Dr. Susan Hankinson, Harvard Medical School and Harvard School of Public Health will present the Distinguished Scholar Lecture "Nurses Health Study: Advancing and Understanding of Women's Health." Hankinson is a long-term investigator - and current principal investigator - with the Nurses' Health Study, a landmark study of women's health that has been ongoing since 1976. Over 120,000 nurses were initially enrolled in the study and cumulatively they have contributed tremendously to our understanding of how to maintain good health and prevent disease in women.



## UMass Boston Annual Research Grant Competition for Undergraduate Students

### About the competition

The Office of Undergraduate Studies is pleased to call for applications for its Academic Year 2008-2009 Annual Research Grant Competition for Undergraduate Students. These funds assist UMass Boston undergraduate students with expenses that they may incur while conducting research or working on a creative project.

### Who can apply?

All degree-seeking, undergraduate students are eligible to apply. Students are ordinarily expected to have a GPA of 3.0 or higher. If this is not your case, have your faculty sponsor address the issue in the letter of support (see application guidelines). Seniors working on honors theses are especially encouraged to apply.

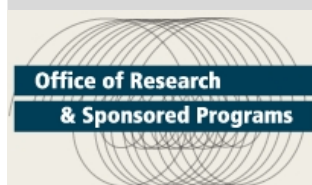
### Funding availability and its uses

Funding is limited. Grants awards will not exceed \$500, and in most cases will be less. You may request funds for expenses that you have already incurred. When you describe your budget (as requested on the application form), explain how you will use these funds. If budget items are not obvious, please explain them.

Categories of need for which funds may be sought include, but are not limited to, purchase of books, purchase of materials for experiments, payments to human subjects, copying materials, equipment, travel to archives, and travel to present projects at research conferences. Make a convincing case for your expenses: for example, why books must be purchased rather than borrowed from libraries. Explain why materials for experiments are not normally stocked by the laboratory. Where the purchase of such materials or equipment is concerned, ask your faculty sponsor to specify whether payment is to be made to the applicant or to the department or program.

### Obtaining an application

Guidelines and the application forms are available in the Office of the University Honors Program located in the Campus Center, 2nd floor, room 2002. Guidelines and applications will also be available on the UMass Boston website at [www.umb.edu/research/funding/undergraduate.html](http://www.umb.edu/research/funding/undergraduate.html).



100 Morrissey Boulevard, Boston, MA 02125,  
Tel: (617) 287-5370, Fax: (617) 287-5396,  
e-mail: [orsp@umb.edu](mailto:orsp@umb.edu);  
website: [www.umb.edu/research/orsp/](http://www.umb.edu/research/orsp/)

Do you have items you would like to submit for possible inclusion in a future newsletter? Please contact Jim Mortenson at [james.mortenson@umb.edu](mailto:james.mortenson@umb.edu).

