

Electronic Proposal Submission and Development

SUG

December 11, 2006

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Agenda

- PennERA Proposal Development
- Proposal Development and Electronic Submission to Federal Sponsors
- Interim Tools
- Training
- Questions

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PennERA Proposal Development (PD)

- An application to create, route, approve, and submit proposals to sponsors
- Initial Pilot, completed in early November, allowed paper and electronic submissions to the NIH
 - As of 11/20, 22 proposals were created
 - 3 Proposals were electronically transmitted (424 R&R) to Grants.gov
 - 1 SEAS, 2 SOM
 - 3 Paper Submissions (PHS 398)
 - 15 additional proposals were submitted outside of PD during the pilot
 - None were from pilot ORGs to NIH
 - Planned vs. Actual Participation
 - Planned: SAS, SEAS, SOM, SP2 and Vet
 - Actual: SEAS, SOM & Vet

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PennERA Proposal Development

- Survey Results (6 surveys returned out of 30+ expected)
 - Consistent message that we are moving in the right direction
 - Comparison to paper and/or PureEdge, all agreed PD was better
 - Training, more time needs to be spent on “budgets” and finding relevant information in the system
 - Review and Online help could be easier (one person)
 - Several people experienced problems with Knowledge Link

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Proposal Development and Electronic Submission to Federal Sponsors

- Early in November, the NIH reaffirmed their plans to transition the R01 funding mechanism to electronic submission beginning with the February 2007 deadline

- Currently, there are two supported processes for electronic submission:
 - PureEdge (aka. IBM Workplace Forms)
 - System-to-System transmission (S2S)

- PennERA Proposal Development utilizes S2S and offers many advantages over PureEdge:
 - Increased data validation prior to submission
 - Automatically inserts static university data values (DUNS#, Assurance numbers, etc)
 - Supports electronic routing and approval process

Proposal Development and Electronic Submission to Federal Sponsors (continued)

- Electronic submission templates were made available to vendors supporting S2S on November 20, 2006 – these templates were immediately available for use by PureEdge
- NIH's delay in releasing these templates for S2S impacted our vendor's and Penn's ability to make Proposal Development available before mid-January
- Other sponsors and mechanisms will be added to the application as the software allows. For latest information on what's available via PD see –
http://project.pennera.upenn.edu/project/current_phase/propmatrix.pdf?qid=Matrix

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Proposal Development and Submission to Federal Sponsors (continued)

- Based on the scheduled mid-January release of Proposal Development:
 - Timing may not be sufficient to meet the NIH's February 5, 2007 deadline
 - Timing may allow for "late submitters" as well as March 2007 re-submission deadline
 - Users are encouraged to use Proposal Development when it becomes available to take advantage of the streamlined proposal process
 - Users may continue to use PureEdge and Penn's other interim tools

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Interim Tools

- Windows Desktops
 - PureEdge Viewer
 - Software can be downloaded from the Grants.gov web site at <http://www.grants.gov/DownloadViewer>
 - Administrative rights to the Windows PC are required to complete the installation
 - A special edition Grants.gov ProCD has been created:
 - The CD contains the PureEdge software in .exe format for local installations
 - The CD also includes a .msi file for LSPs who wish to distribute and install this software via Domain policies
 - The CD is available at the Computing Resource Center (CRC), 202 Sansom Place West, 3650 Chestnut Street. You can also download the PureEdge .msi file at <http://www.upenn.edu/computing/software/windows/provider/pureedge.msi>

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Interim Tools (continued)

- Mac Desktops (Mac OS X only)
 - Remote Desktop to connect to a Windows Terminal Server at Penn that has PureEdge available
 - User manual is available from the Office of Research Services (ORS) website at - <http://www.upenn.edu/researchservices/grantsgov.html>
 - The user manual includes information to:
 - Install Remote Desktop
 - Download and complete grant application files
 - Transfer completed application files to ORS
 - A special edition Grants.gov ProCD has been created and contains:
 - A Penn-specific Remote Desktop installer
 - The CD is available at the Computing Resource Center (CRC), 202 Sansom Place West, 3650 Chestnut Street or you can download the Remote Desktop installer from <http://www.upenn.edu/computing/software/mac/provider/Grants.zip>

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Interim Tools (continued)

- Mac Desktops
 - Pre-release version of PureEdge for the MAC is available with the following additional notes:
 - Support is provided by IBM not Grants.gov
 - Occasional crashes and subsequent loss of any unsaved data
 - Inability to submit large applications (greater than 20-40 MB depending on your system and network)
 - Inability to run on Intel-based Macs or any Mac OS version prior to 10.4.6
 - No support for screen readers for visually impaired users
 - More information is available from -
http://www.grants.gov/resources/download_software.jsp#pureedgeviewer

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Interim Tools (continued)

- File transmission to ORS:
 - A web-based application has been created where users can upload and transfer completed grant applications using a standard web-browser - <http://www.upenn.edu/isc/apps/proposalupload/>
 - Works for all University supported desktop operating systems
 - Windows 2000 & XP and Mac OS 10.4.x and above
(see - <http://www.upenn.edu/computing/arch/standards/>)

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Training

- PureEdge:
 - ORS will hold training courses throughout December and January
 - To register go to Knowledge Link at -<http://knowledgelink.upenn.edu>
 - After authenticating click "Training - Optional" in the left toolbar
 - Scroll down to "NIH-Grants.gov Hands-On Training Using PureEdge Viewer-ORS" and click "enroll"
 - For additional information go to -
<http://www.upenn.edu/researchservices/grantsgov.html>

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Training (continued)

- Proposal Development:
 - Hands-on training for research administrators will be targeted to begin mid-January 2007
 - Orientation sessions as well as a web-based service training guide will be provided for investigators
 - All users will be contacted directly in January with detailed information regarding access, training dates and end-user support

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Desktop Implications (reminder)

- Proposal Development:
 - Users will access the application using any of Penn's supported web browsers and authenticate with their PennKey and password
 - The only required desktop application is Adobe Reader, as completed proposals as well as users' uploaded documents are converted to PDF files by the Proposal Development application
 - We recommend that users have the current Penn-supported version of Adobe Reader on their machines
 - Based on some questions from our user base we will perform some desktop testing on Linux, to see if there are any problems. However the vendor does not support LINUX

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Desktop Implications (on the Horizon)

- Grants.gov:
 - Grants.gov is planning to transition from PureEdge to Adobe Forms -
- targeted for 4/1/07



Questions?

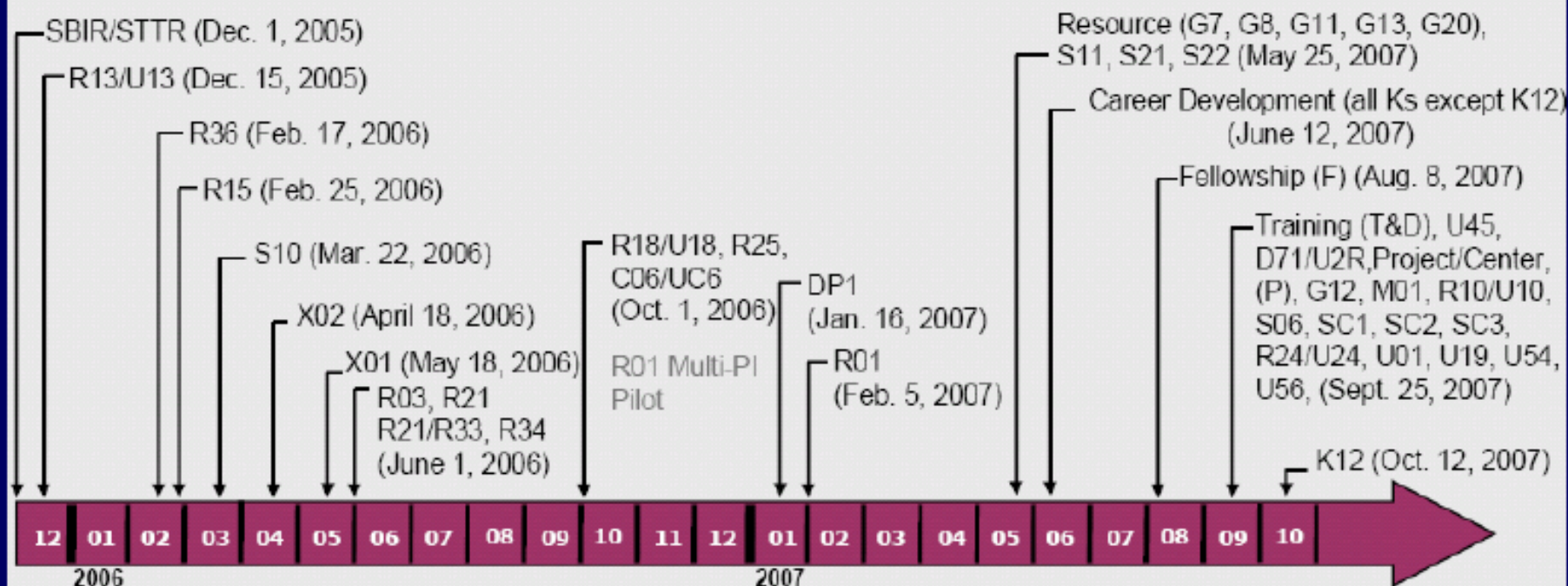
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Contact Information

- Other questions, comments, or suggestions?
 - Send an email to pennera@pobox.upenn.edu

- PennERA project web site URL:
 - <https://www.pennera.upenn.edu/>

NIH Planned Transition Dates of Mechanisms for Electronic Submission using the SF424 (R&R)



➤ NIH will transition to the SF424 family of forms and electronic submission through Grants.gov by research program or funding mechanism.

➤ As mechanisms are transitioned, Funding Opportunity Announcements will be issued in the NIH Guide and posted in Grants.gov. NIH's goal is to post an opportunity a minimum of **60 days** before the submission date.

➤ **ALL** applications in response to these announcements will require electronic submission through Grants.gov.

Mechanism Abbreviation Key:

C06/UC6	Research Facilities Construction Grants
DP1	NIH Director's Pioneer Award Program
D71/U2R	International Training Cooperative Agreement/ Phase 2 of FIC mechanism D71
G	Resource Program
P	Research Program Projects and Centers
R01	Research Project Grant Program
R03	Small Grant Programs
R10/U10	Cooperative Clinical Research Grants
R13/U13	Support for Conferences & Scientific Meetings
R15	Academic Research Enhancement Awards (AREA)
R10/U10	Research Demonstration and Dissemination Projects

R21	Exploratory Development Research
R21/R33	Exploratory Development Research/Phase II
R24/U24	Resource Related Research Projects
R25	Education Projects
R34	Clinical Trial Planning Grant Program
R36	Research Dissertation Grant Program
SBIR/STTR	Small Business Innovation Research/Technology Transfer
S06, S10, S11	Biomedical Research
SC1, SC2, SC3	Indiv. Investigator Initiated Research for Minority Serving Inst. Faculty
S21,22	Health Disparities Endowment Grants
U	Cooperative Agreement Awards
X01	High Throughput Screening
X02	Pre application for Interdisciplinary Research Consortium