AURA Meeting
November 28, 2012
Introductions

Jodi S. Ogden, MBA, CRA
Assistant Vice President,
Sponsored Projects Administration
SPATA Website

Sponsored Projects Administration Overview

Clinical Research vs. Clinical Trials

NIH defines clinical research as patient-oriented research, conducted on material of human origin (tissue, specimens, cognitive phenomena). This research includes clinical trials, epidemiological and behavioral studies, outcomes research, and health services research. A clinical trial is one type of clinical research and relates to a prospective biomedical or behavioral research study of human subjects that is designed to answer specific questions about biomedical or behavioral interventions (drugs, treatments, devices, or new ways of using known drugs, treatments, or devices). Read more here.

Sponsored Projects Administration (SPA), as part of Finance and Business Services, supports UTHealth faculty, staff, and students in the acquisition and administration of programs funded from sources outside the University. SPA is the central point of coordination and tracking for sponsored projects and is UTHealth’s authorized representative for grants, contracts, and other agreements from government agencies, private industry, and non-profit foundations.

SPA is comprised of the Office of Sponsored Projects, Post-Award Finance, and Systems & Reporting. These departments guide faculty and administrators in completing external applications; review and approve sponsored project budgets and applications; negotiate terms for government and non-profit grants, cooperative agreements, contracts, and subcontracts; establish accounts and set up budgets; process budget revisions, no-cost extension requests, and grant transfers; provide assistance with external online grants/contracts systems; and negotiate the University’s federal indirect cost rate.

News

November 16, 2012 » Amendment to Small Business Innovation Research (SBIR) Program Contract Solicitation (PHS 2013-1)

November 16, 2012 » Upcoming Changes to Public Access Policy Reporting Requirements and Related NIH Efforts to Enhance Compliance

November 16, 2012 » Cayuse 424 Helpdesk Thanksgiving Holiday Hours

November 15, 2012 » Clearing Up Confusion about Postdoc Salaries and Training Activities

November 15, 2012 » NIH Provides Policy Clarification Concerning Disclosure Requirements for Reimbursed and Sponsored Travel under 42 CFR Part 50 Subpart F
UTHealth Bioinformatics Service Center

David E. Volk, PhD
Assistant Professor
IMM-Proteomics & Systems Biology
Co-Director, UTH Bioinformatics Service Center
<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Institution</th>
<th>Role</th>
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<tbody>
<tr>
<td>Jeffrey Chang</td>
<td>Co-Director</td>
<td>Med School</td>
<td>Co-Director (MSB)</td>
</tr>
<tr>
<td>David Volk</td>
<td>Co-Director</td>
<td>IMM(SRB)</td>
<td>Co-Director (IMM)</td>
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<tr>
<td>Emily Lu</td>
<td>Bioinformatician</td>
<td>SBMI(UTC)</td>
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<tr>
<td>Funda Meric-Bernstam</td>
<td>Director, MDACC Core</td>
<td>MD Anderson</td>
<td>Director, MDACC Core</td>
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<tr>
<td>David Gorenstein</td>
<td>Director, CCTS Cores</td>
<td>IMM</td>
<td>Director, CCTS Cores</td>
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<tr>
<td>Elmer Bernstam</td>
<td>Director, CCTS Biomedical Informatics</td>
<td>SBMI</td>
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# Bioinformatics Services

<table>
<thead>
<tr>
<th>SERVICE DESCRIPTION</th>
<th>INTERNAL RATES</th>
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<tbody>
<tr>
<td><strong>Short term projects</strong></td>
<td></td>
</tr>
<tr>
<td>Gene Annotation</td>
<td>$100 / hour</td>
</tr>
<tr>
<td>Microarray</td>
<td>$100 / hour</td>
</tr>
<tr>
<td>Metabonomics</td>
<td>$100 / hour</td>
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<tr>
<td>Proteomics</td>
<td>$100 / hour</td>
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<td>Genotyping Analysis</td>
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<td>Next-Gen Sequencing</td>
<td>$100 / hour</td>
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<tr>
<td>Custom Data Analysis</td>
<td>$100 / hour</td>
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<tr>
<td><strong>Long term projects</strong></td>
<td></td>
</tr>
<tr>
<td>Complex or Long-Term Projects*</td>
<td>(contact us)</td>
</tr>
<tr>
<td>Metabonomics*, NMR</td>
<td>(contact us)</td>
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Free Faculty Support

**Free Initial Consultations**
- Devise research and data analysis plans – how many animals for power $\beta$?
- Estimate fees and upper limits

**Free Collaborative Grant Writing Assistance**
- Data analysis plan – tailored to each grant
- General editing
- Biosketches
- Budgeting
  - Center fees should be listed under “Other Direct Costs”
**Budgeting**

**Section E**

**Other Direct Costs**

**Subsection**

**Other Costs**

<table>
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<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Materials and Supplies Subtotal</td>
<td>$7,589</td>
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<tr>
<td>Publication Costs</td>
<td>$</td>
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<tr>
<td>Consultant Services Subtotal</td>
<td>$</td>
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<tr>
<td>Patient Care Costs</td>
<td>$</td>
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<tr>
<td>Tuition/Fees</td>
<td></td>
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<tr>
<td>UTHealth Bioinformatics Service Center</td>
<td>$2,000</td>
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**Other Costs Subtotal**

$2,000

**Subtotal Expenses Exempt from IDC calculations**

$-

**Other Direct Costs Total**

$9,589
## General Statistics

<table>
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<tr>
<th>&lt;48 hrs</th>
<th>Fetal Fibronectin (Hologics)</th>
<th>BirthStat</th>
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</thead>
<tbody>
<tr>
<td>Sensitivity</td>
<td>66.7%</td>
<td>66.7%</td>
</tr>
<tr>
<td>Specificity</td>
<td>73.9%</td>
<td>99.2%</td>
</tr>
<tr>
<td>PPV</td>
<td>16.2%</td>
<td>85.7%</td>
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<tr>
<td>NPV</td>
<td>96.7%</td>
<td>97.5%</td>
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</table>

### Metabolic Panel

- **Group 1**
- **Group 2**

#### Peptides
- GLP1
- GLP2
- Gign
- Gign
- Insn
- Insn
- Lept
- Lept

#### Z-score Range

- Min: -2
- Max: 5
Classification of Samples

Hierarchical Clustering of Diabetic Mice

PCA Classification of Diabetic Mice
Genetic Studies

Genome Wide Association Studies

Gene Expression Analysis
Pathways Analysis

Pathways Analysis of Cancer

Drug-induced pathway impact
Predictor Functions

Alam, Volk et al. Metabolites 2012, 2, 479-495

Creating Predictor Functions

PCA of Canavan Disease Models
Contact Information

http://bioinformatics.uth.tmc.edu

Directors:

Jeffery.T.Chang@uth.tmc.edu

David.Volk@uth.tmc.edu

Business Manager:

Steve.Selby@uth.tmc.edu

Administrative Asst:

Kristina.Netting@uth.tmc.edu
National Research Service Awards (NRSA)

Provide support for predoctoral & postdoctoral training of individuals to undertake biomedical, behavioral, or clinical research.

- Institutional Research Training Grants (T32, TL2, T34, & T35)
- Individual Fellowships (F31 & F32)
Stipends

Allowable as a subsistence allowance for trainees & fellows only under training grants & fellowships.

- These payments are made according to a pre-established schedule based on the individual’s experience and level of training. This schedule is updated periodically in the NIH Guide for Grants & Contracts. The current Notice Number is NOT-OD-12-033.
Stipends (con’t.)

- A Statement of Appointment (SOA) form is used for training grants and must be submitted for each trainee each year prior to or at the time of appointment.
  - All appointment forms must be submitted via xTrain in eRA Commons. Post Award Finance is not a part of this process.

- An Activation Notice is for fellowships & submitted once at the beginning of support.
  - All notices are mailed to the agency.
UTHealth’s Stipend Payment Mechanism

Stipends are paid via a Personnel Action (PA) in HCM using 1 of 3 expense accounts.

- Expense account 69161: P/R Stipends/No Benefits-Students
  - Emplid ID must start with 9.
  - If emplid starts with 1 & FTE is 50% benefits will be charged, so DO NOT USE this exp acct.

- Expense account 69155 or 69156: Stip/Fellowships Faculty or Students
  - Use one of these if fringes are associated with trainee (emplid starts w/1).
  - A fringe override chartfield string (CFS) should be noted in comments section of the PA request, if one is not already established for project (see FMS Misc. Notes)
When PAF receives PA from SDR, PAF:

- Checks the file for the SOA. If not there, checks xTrain
- Ensures SOA has been submitted to the agency
- Checks that dates & the stipend amount on the PA match SOA
- Checks to ensure appropriate expense account \((69161, 69155, 69156)\)
Appointment Periods

• Trainee appointments may begin at any time during the budget period. (For Fellowships, the appointment year of the award is the budget year.)

• When an appointment starts in a budget period, the entire stipend & tuition and fees for that appointment must be charged to that same budget period.

• Trainee appointments may extend beyond the end date of the budget period to accommodate a normal 12 month appt.
How funds are budgeted

• Stipends are budgeted in pool 61004. *Do not rebudget out of 61004!*

• Training Related Expenses (TRE) / Institutional Allowance (Fellowships) are budgeted in pool 61006. These can be rebudgeted.

• Tuition & Fees (T&F) / Other Fellowship Expenses are budgeted in pool 61006. These *cannot* be rebudgeted.

• Travel is budgeted in pool 61007. Travel can be rebudgeted.
What carries over?

• Stipends follow the appointment period.

• Training Related Expenses (TRE) / Institutional Allowance (Fellowships) do not carryforward.

• Tuition & Fees (T&F) / Other Fellowship Expenses follow the appointment period.

• Travel does not carryforward.
Termination

• A Termination Notice must be completed within 30 days of the termination date even if the trainee or fellow is not available for signature.

• All Termination Notices are required to be submitted electronically using the eRA Commons xTrain system.
Helpful Links

NRSA guidelines & information

http://grants.nih.gov/training/nrsa.htm

Current Stipend Levels

eRA Commons
https://commons.era.nih.gov/commons/
Review of Effort Certification Tasks

Robin Cavalier-Brown, Central Administrator of Effort Reporting
EVP for Academic and Research Affairs-Financial Management

Financial Analyst
Tools to help

- Website
  - http://www.uthouston.edu/effort-reporting
  - Bookmark the ECRT log in page

- Effort Mailbox
  - Forward all questions regarding effort and commitment to effort@uth.tmc.edu
Compliance Monitoring

- EVPARA monitors effort reporting compliance
- Compliance is measured through several variables:
  - Completing certification within the certification period
  - NIH K Award commitment requirements
  - NIH Salary Cap
  - Committed effort does not exceed 100%
  - Committed effort as cost sharing
  - Certified effort vs. committed effort
  - Certified effort vs. paid effort
  - Cost Transfers occurring after 60 days of the original transaction and cost transfers occurring after effort certification
  - Minimum and maximum committed effort levels
Pre-Review Period

- Two week period prior to effort certification
- Effort coordinator responsibilities:
  - Determine if any personnel require manual review
    - Examples
      - Terminated faculty
      - Support staff on terminated faculty projects
  - Manual review process
    - Complete the Manual Review Cover Sheet
    - Obtain signatures on Effort Statement that attest that work completed is correct and salary charged is accurate
Pre-Review Period

○ Effort coordinator responsibilities:
  ○ Review and adjust K Award effort as necessary to ensure that commitment is being met
  ○ Review and adjust effort on faculty governed by the Salary Cap to ensure that all salaries being charged are calculated correctly and effort is adjusted according to the salary cap worksheets
  ○ Adjust effort as necessary to ensure that all faculty effort cards total 100%
Pre-Review Period

- Other issues
  - Faculty with Retro PAs pending will need effort cards placed on hold
    - Pending Retro PAs will not show up on the effort card until the PA is processed
    - Certification cannot be completed until the PA is processed
  - View commitments on each project by hovering over the project name to ensure that the commitment loaded is accurate to assist faculty in certifying effort correctly
Loading Data into ECRT

- Payroll data is loaded to create effort cards
  - Data is uploaded into eCRT on the 3rd and 17th of each month
  - Data is available for review at any time
- Reviewing data routinely will allow for time to adjust effort and prepare PAs
Payroll Journal Entries

- Entries affecting effort cards
  - Moving funds out of accounts
    - Example: FY end and PA is not completed in time
- New process for January – June 2013 period:
  - All journal entries affecting effort cards will require a spreadsheet to be filled out and sent to effort@uth.tmc.edu for uploading to the effort card
  - Effort cards must be recertified once the upload is complete. If the effort cards are not certified and are on hold, then the hold needs to be removed to allow the faculty to certify
Hot Topics

Cynthia Edmonds
Director of the Office of Research Support Committees

Krystal Toups
Assistant Director, Grants
Office of Sponsored Projects