



What's New in Research Administration

Subrecipients versus Vendors: Apples and Oranges?

By Pegah Parsi

Subrecipients and vendors look a lot alike, but the differences can affect your budget. When another organization is to be paid from your sponsored project, where do you start? Do you submit a requisition for a subaward through OSR or one for a vendor agreement through Procurement?

First things first. Long before your proposal is due, read [OMB Circular A-133](#) and [RPH 3.7](#) to familiarize yourself with the definitions of a subrecipient and vendor. You will see that the difference is clear ... well, it depends. You can use some general characteristics to guide you in making the determination. The most important consideration is **the role the entity will play in your project.**

In general, a **subrecipient** performs a portion of Stanford's scope of work, contributes to the intellectual aspects of the project, is responsible for programmatic decision-making, and is subject to the requirements of Stanford's sponsor. Also, consider whether the nature of the organization's work may result in intellectual property or co-authorship of a paper; if so, the entity is most likely a subrecipient.

A **vendor** provides its service or product as part of its normal business in a competitive market environment. Vendor services are provided based on specifications and the needs of Stanford's PI, but a vendor has no responsibility for the intellectual aspects of the project, contributes little or no discretionary judgment, and is not likely to develop any IP. Thus, a vendor is not subject to the compliance requirements of Stanford's sponsor.

Once you've considered these points and gathered relevant information, contact your contract officer. He or she can help you determine whether the entity is a subrecipient or vendor before proposal submission and avoid future delays and frustrations!

Changes to NSF Project Reporting are On The Horizon

By Mich Pane

Attention NSF Award Recipients! As part of a government-wide initiative to implement a new, standardized reporting format, the NSF will transfer its current project reporting service from FastLane to Research.Gov on March 18, 2013.

The Annual and Final Project Reports that are required for each NSF grant will now be called the Research Performance Progress Report (RPPR). PIs will be able to log into Research.Gov using their FastLane login and password. Research.Gov is the considered the modernization of FastLane and is expected to provide the next generation of grants management capabilities for the research community.

How will this transition affect Stanford PIs? As part of the transition to Research.Gov, there will be a FastLane freeze. NSF Project Reports must not be submitted via FastLane starting February 1, 2013. Any report due between February 1 and April 30 will receive an extended due date to accommodate the transition to Research.Gov but must be submitted using the new system after March 18th.

The NSF has created numerous help guides and training documents to support this transition. [CLICK HERE](#) for information about this upcoming change.

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3160 Porter Drive
Palo Alto, CA 94304
(650) 725-2525
www.stanford.edu/osr

WINTER 2013

Of Special Interest:

- Is it an apple or an orange? Find out!
- NSF Project Reporting is Changing Its Ways...
- Meet Your Peeps in the OSR Spotlight!
- **Game Time!**
\$5 Coupa Café gift cards to the first 5 people to find the one answer to five clues...
Email your winning answer to aileent@stanford.edu.

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Oct. through Dec. 2012:

- ✓ New accounts opened = 1,860
- ✓ Proposals submitted = 429
- ✓ Awards processed = 652
- ✓ Number of closeouts = 537

OSR Stats

A smile for your day...

The person with a new idea is a crank until the idea succeeds.
- Mark Twain

I always wanted to be somebody, but now I realize I should have been more specific.
- Lily Tomlin

When I met Mr. Right, I had no idea his first name was Always.
- Rita Rudner

Always remember you are absolutely unique. Just like everyone else.
- Margaret Mead

Cleanliness becomes more important when Godliness is unlikely.
- P.J. O'Rourke

OSR Bulletin Board

Congrats to Sue Chau, newly promoted Federal Financial Reporting Analyst!

Congrats to Tim Leung, new contract & grant officer!

Congrats and farewell to Jennifer Wang, new Industry Clinical Trials Contract Officer in CT RMG!

Congrats to Tony Duong, new Research Accountant!



COMING ATTRACTIONS
Upcoming OSR Events

OSR Brown Bags! *OSR on the Move*
Monthly, **with Catherine Boxwell**
Every 2nd Tuesday, Resumes on February 5!
11:30am – 1:00 pm Every Tuesday from 1:00-2:30
--February 12 in the Y2E2 Red Atrium.
--March 12 Get your questions answered
--April 10 and have a latte on us!

OSR SPOTLIGHT



Meet TONYA JACKSON,
Administrative Associate

Tonya is the glue that holds OSR together. Want to know who does what, how to do something, where to find something, how to get something? Tonya's your one-stop information shop! Tonya began her 25-year career at Stanford in the Controller's office, moving to IT Services, and then to OSR, where she's been an indispensable resource and valued team member for 8 years. Outside of work, Tonya stays active. She and her husband are a 21st century Brady Bunch, with six kids between them (3 boys and 3 girls, really!), and 10 grandchildren (wait, is that the face of a grandma??). Tonya's also a fashionista who could have ended up on the cover of Vogue, but we got her first, and we're keeping her!

5 of a Kind

Solve this riddle and win the day,
but glory evades if you delay...



The first is needed to make quotes you see,
And often sticks up during afternoon tea.
The second's biggest distinction is found
Bearing the symbol of love that is bound.
The third should be biggest but that can depend,
Never standing alone or it may offend.
The fourth may be used to make a selection
Or if you should need a gun for protection.
The fifth is the fattest and oddest by far,
And can sometimes be found in a wrestling war.
What are they?

The answer will be sent to all players
after we have our 5 winners!



The Last Word
A note from Russell Brewer
Assoc. Vice President, OSR

As we enter 2013, the question I hear most is "what are your top priorities?" Great question. In OSR, we are constantly thinking about how to improve and fine-tuning our vision of what OSR will look like five years from now.

As you know, we have spent the last few years re-organizing OSR and deploying SeRA. Both of these efforts required a lot of work

and from time to time tested our customers' patience (thank you for that!). Although we have completed our re-organization and are about halfway through the SeRA deployment, we continuously assess our strengths and weaknesses, and there is still room for improvement. We strive to apply what we've learned to do things better.

Most importantly, listening to you, the Research community, helps us identify our top areas of focus. While we meet regularly with our campus customers,

we want to push the status quo, and that requires your ongoing feedback.

With our move to Porter, what can we do to stay connected with you and ensure that sense of personal contact is not lost? More Brown Bags and/or OSR on the Move? More in-the-trenches workshops and classes?

I want to hear your ideas, even the seemingly crazy ideas that challenge conventional thinking (in fact, I like those best). Let's talk!

The SeRA team has been VERY busy!
Check out the latest and greatest:



- The Sponsored PTA Manager module, AKA SeRA Module 3, will be rolling out to four pilot departments over the next few weeks. We're very excited to be working with the departments of Biology, Computer Science, Genetics, and Gintzon Lab as we begin to process PTA Setups through SeRA.
- Award Reporting and Closeout (ARC), AKA Module 5, is in progress. Current State Process Maps have been completed and requirements gathering is underway.
- The SeRA team has been reorganized to better coordinate development efforts and ensure consistent service delivery. The full team is now located together in a wing of the 3160 Porter Drive facility under the leadership of the SeRA Program Manager, Pam Baer.

NEW OSR "INTAKE BOX" EMAIL:
osr_intake@stanford.edu

OSR Pre-Award monitors this box daily to receive new action items and create transactions in SeRA, which are then assigned to the appropriate Contract & Grant Officer/Associate

HOW CAN WE SERVE YOU BETTER?
[CLICK HERE](#) to take a brief survey
about your experience with OSR.



Meet EVELYN CHAN,
Research Accountant

Evelyn came to Stanford in 2006 as a financial analyst in SOM and made her way to OSR in 2008. Now she manages awards for her former colleagues in SOM! Evelyn is one crafty lady, and we mean that in more ways than one. Sure, she's a creative problem-solver at work. But in this modern world of machine-made everything, Evelyn is one of those rare creative souls who still makes things by hand. She makes her own soap and home decorations – she'll make just about anything that can be hand-crafted! With a two-year-old at home, she also has ample opportunity to apply her creativity to finding new ways to keep him entertained, which she says takes up a very large amount of her (and her husband's) time! Stop by and meet Evelyn the next time you're in OSR.

