



What's New in Research Administration

Research Compliance Panel Approvals for Awards and Subawards

By Mich Pane

You may be aware that we can't conduct research involving human or animal subjects or human stem cells without IRB, APLAC, or SCRO approval. But what about projects for which humans, animals, or human stem cells aren't involved until **later** in the project? Can OSR release the portion of the award that doesn't involve humans, animals or human stem cells? No.

Protocol approval is required prior to award acceptance, regardless of **when** the research involves human or animal subjects or human stem cells. If the PI doesn't have all of the details for the protocol, the initial submission can be a **concept protocol**, with a general level of detail similar to that included in the proposal. The protocol can then be revised with details as they become known. As part of our award acceptance process, OSR will check for an approved protocol as well as whether the sponsor is listed as a funding source on the protocol.

A note about subawards: If the subrecipient's work involves the use of humans, animals, or human stem cells at the collaborating site, a few important steps must be completed in eProtocol before the subaward can be released.

We need both Stanford IRB/APLAC/SCRO approval of the subrecipient's work and a letter of approval from the applicable compliance panel(s) of the collaborating site. You must list the subrecipient in eProtocol (for IRB, under the General Checklist → Collaborating Institutions; for APLAC, under Are You Using? → Collaboration with Another Institution; for SCRO, under Project Locations). In eProtocol, you must also attach a copy of the current approval from the collaborating institution's IRB/APLAC/SCRO. You may need to revise your protocol to do so; your protocol will not be approved without it. Questions about eProtocol? Please call 650-724-8964.

Why is OSR Pushing Me to Close My Award in 60 Days?

By Tim Reuter

In a 2012 report, the U.S. General Accounting Office identified more than \$750 million in funding in expired grant accounts (those more than three months past the grant end date).

Here are two changes agencies have made in the last few years to improve the timeliness of closeouts:

- Award recipients must identify expenditures by subaccounts (versus pooled account) each time funds are drawn, and
- Agencies may stop or question draws after 90 days past the award end date.

Most agencies follow the 90-day closeout requirement. However, the Dept. of Education allows only 60 days.

The changes require OSR to close awards **before** the previous 90-day window to ensure all adjustments and expenditures are posted and can be drawn down – hence, OSR's 60-day requirement. Failure of expenses reported on the Federal Financial Report to jibe with expenses drawn could trigger an agency review.

OSR has received requests for documentation of expenses and credits posted to accounts after 90 days on several NSF awards. NIH is converting all awards from pooled accounts to individual subaccounts over federal fiscal years 2014 and 2015, so this additional scrutiny will likely expand.

Armed with this expenditure data by award, agencies can now track the spending, or burn rate, more often than quarterly, as in the past. Just so you know.

Jan. through March 2014:

- ✓ New accounts opened = 1,668
- ✓ Proposals submitted = 429
- ✓ Awards processed = 751
- ✓ Number of closeouts = 335

OSR Stats

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SPRING 2014

Of Special Interest:

- 60 days to close...WHY?
- Research compliance panel approvals -- when and for what?
- Meet Your Peeps in the OSR Spotlight!
- Game Time! Double your pleasure, double your fun with this one! **\$5 Coupa Café gift cards to 5 lucky winners...** Email your winning answers to aileent@stanford.edu.

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OSR Bulletin Board

Congratulations to Dora Brown, new Post-Award Assistant Director!

Farewell and Congratulations to Irene Aranya, new Research and Financial Analyst for CSLI!

Farewell and Congratulations to Francine Davis, new Asst. Director for Pre-Collegiate Studies/Collegiate Programs!

Welcome Paul Le, new Research Accountant!

A smile for your day... ☺

Hot off the Press ... News You Can Use! Headlines from Around the Globe:

- Miracle cure kills fifth patient.
- Meat head resigns.

- New sick policy requires 2-day notice.
- Marijuana issue sent to joint committee.
- State prisons to replace easy-open locks.
- Federal agents raid gun shop, find weapons.
- Barbershop singers bring joy to school for deaf.





We ♥ Brown Bags!

COMING ATTRACTIONS
Upcoming OSR Events

Nuts & Bolts of Research Administration

OSR Brown Bags! 11:30-1:00
 ▪ June 10
 ▪ July 8
 ▪ No August
[Schedule](#)

OSR *Seminar Series!*
 June 17: SeRA Basics
 July 10: SeRA PDRF/Proposal Routing
 July 21: Account (PTA) Setup
[Schedule](#)
OSR Open House! Join the fun!
 May 29, 4-5:30, 3160 Porter Drive Patio

OSR SPOTLIGHT



Meet PEGAH PARSI,
Contract and Grant Officer

Want to learn how to juggle? Come see Pegah! She's always juggling MANY tasks!

Born in Iran, her family moved to Virginia when she was 10. An adventurous teen, Pegah joined the U.S. Army at 17, spending 8 years in both chemical ops and JAG, while also going to school. Post-Army, Pegah followed up with law school (AND b-school!), embarking on a career as a pro-bono attorney representing refugees and human trafficking victims, which she still does – while also starting her career in sponsored research at the University of Maryland! (Whew! Are you tired yet??). She moved to Stanford in 2012 as a contract officer supporting departments in Engineering, Medicine, and H&S. You might be asking, does she have a personal life?? A busy one, of course! Pegah loves to cook, ballroom dance, and hike. A perpetual student, she's also learning to play guitar and speak French. Still want to learn to juggle? You know where to find Pegah!



Double-Hint

Below are 11 pairs of definitions. Both definitions in each pair fit the same word. When read down, the

first letters of the 11 answers spell the name of a beloved celebrity. Find the 11 answers AND the celebrity!

Send your correct answers to alleent@stanford.edu by 5:30 p.m. on Tuesday, May 13, and be entered to win one of five \$5 Coupa Café gift cards!

1. Spend time idly or unit of bread
2. Worker's organization or marriage
3. Pine tree fruit or ice cream holder
4. Feeling of curiosity or savings accrual
5. Land parcel or considerable quantity
6. Illumination or not weighty at all
7. Typewriter type style or the VIP crowd
8. Baby's toy or city square
9. Weapons or upper body appendages
10. Bowling group or three nautical miles
11. Stand at a slant or thin

Game Time!



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

I've noticed that two questions seem to be swirling around sponsored research these days: What's next for SeRA, and what's all the talk about expenditure reimbursements?

This is a very exciting time for the SeRA team. With the core modules complete, we can now focus on enhancing what we have and adding functionality. I recently met with key campus clients and our SeRA advisory group to see where we should focus.

We discussed some great ideas, some of which we've already moved on ... We've started testing a system-to-system solution that we consider to be best in class. A PI dashboard that includes financial information, a budget tool, and a deep dive into the proposal module is also on tap.

Over the next few months, we will be diving deeper into how expenditures are processed and paid across all funding types. This certainly will not be done in a vacuum; OSR, in partnership with FMS, Internal Audit, and RFCS,

will work with schools and departments to better understand the current process and where to recommend improvements. In the interim, we will work together to provide guidance on how to do a better job of capturing what is needed from both compliance and efficiency standpoints.

For both of these initiatives, partnering with our clients will be key, and we will look to you to help us come up with innovative and efficient solutions.

What's Up with SeRA?

Aside from the much-anticipated enhancements we released on April 12, the big news in SeRA is an interim change in leadership.

Starting on April 16, Pam Baer is taking a six-month leave of absence to travel the world with her husband (lucky guy!). In her absence, **Erina James** has assumed the SeRA Program Manager position.

We look forward to continuing to maintain and enhance SeRA under Erina's leadership.

We are offering basic SeRA training. See the OSR *Seminar Series flyer* under **Coming Attractions**.

Integrity is Integral

The Dept. of Health and Human Services Office of Research Integrity and the Office for Human Research Protections released a powerful 2-minute video entitled *The Research Clinic* on the importance of protecting research subjects and avoiding research misconduct. [CLICK HERE](#) to access this very important video.



Meet BRANKA EMRIC,
Research Accountant

Look in the dictionary under "perpetually positive person," and you'll see Branka!

Born in Croatia, she lived her first 30 years in Bosnia Herzegovina, where she met her husband, started a family, and worked as a textile engineer. In 1993, Branka moved to Germany to escape the war and became a happy and content full-time mom. In 1998, she moved to the U.S., again to escape the war's long reach. Looking for a change, she returned to school to learn accounting and landed in OSR as a research accountant in 2007, where she's supported the SoM since day 1 (they must like her!). Branka's glass is always full. When not working, she's tending her organic garden, hiking, camping, and fishing (and eating lots of fish dinners, because she is GOOD at it!), or supporting her artist husband and personal trainer son, and watching her other son, a professional ballet dancer, perform. If you ever need a quick "pick me up," come and see Branka. She's got plenty of "good mojo" to go around!

MEET YOUR PEERS!

SeRA's Corner