

RAC Minutes 05/27/09:

OGRD Items:

a. Monte to talk about scanning images/eREX Updates (Monte Sutton/Brenda Griffin)

- i. For PDF's being scanned at high resolution, we suggest using the PDF Optimizer inside of Adobe (under Advanced) to maintain the quality of the document but decrease the file size. Anything over 300dpi resolution is essentially overkill and can be optimized down to proper size. OGRD tests showed a 12MB file optimized down to 2MB, which is much more manageable for everyone.
- ii. The eREX form is being updated thanks to much feedback from some newer users. One major addition will be checkboxes and a comment box down near the F&A information regarding F&A splits. These new features should make F&A splits much more clear for SPS and Paul Weed in the Office of Research. You will have the option of "Automatic" or "Manual" splits with a description of each. Other cosmetic changes will occur as well.
- iii. OGRD is requesting all PI's and CO-I's approve their eREX forms. This is to ensure compliance items and other certifications are understood and can be met. If you must approve for a PI, you are assuming that responsibility.
- iv. OGRD has received too many "special" eREX requests for specific email changes, delegate approvers etc. This responsibility is now being shifted from OGRD to the Departmental Contacts listed on the eREX form. Departmental Contacts can essentially manage this the same OGRD or Derek Brown can. Feel free to use the Edit feature to the right of an approvers name to update their email or approval information.

b. PI ARRA Reporting Guidelines Overview (Brenda Griffin)

- i. The ARRA awards have different reporting guidelines than normal. Each agency has specific requirements and OGRD is creating guidelines to assist on each of these. Please note the guidelines will be different for fiscal and technical reporting.
- ii. Please refer to the Federal Reporting website setup at:
<http://www.federalreporting.gov>
- iii. Subawards will need a NEW account and reference number for reporting requirements. This does not matter if this is a Continuation or not. The

biggest hurdle we will have with Subcontracts is that EVERYONE will have to be registered in CCR (Central Contractor Registration). This includes foreign agencies as well. Registration can take up to 8 weeks with CCR, so hopefully they will be prepared for this.

c. Recovery Act Update – Proposal Numbers (Derek Brown)

- i. As of May 27th, WSU has submitted 97 Recovery Act proposals totaling \$61,645,411. We have submitted 40 NIH Challenge Grants, 28 NIH Administrative Supplements and 3 NIH Instrumentation proposals. We anticipate submitting at least \$190MM in additional recovery Act proposals.
- ii. We have received two Award notices, one from NIH and one from NSF. We have additional funding consideration notices totaling \$2,329,087.

d. Reminder: List hard deadlines only (Brenda Griffin)

- i. Please list only hard deadlines on the eREX form as those that are preferred can cause much confusion for OGRD, especially on a major deadline day. OGRD has an internal policy of getting proposals out within 48 hours (assuming no issues with the proposal) so your proposals will get reviewed on time. We will not hold on to a proposal until the due date.
- ii. If you choose to have a preferred deadline, please make a comment in the Special Comments/Instructions area of the eREX form explaining such and we will do our best to accommodate.

SPS Items coming.....