



Organizational Hierarchies in Commons (Rights over Roles)

Commons Working Group, September 22, 2004

Basic Needs of Hierarchies

- SO/AO/ASST roles provide insufficient detail for larger grantee organizations
- Structured School/Division/Department does not reflect reality
- Must maintain existing NIH reporting (i.e., rankings)
- Allow Grantees to perform project/grant assignments



Features/Changes



- Change Roles to institutional Rights
- Create Rights that can be defined within a hierarchy
- Allow Grantees to:
 - Define hierarchy (i.e., organizational) structure
 - Assign Rights to any node within the hierarchy
 - Move grants/projects within the hierarchy structure in support of both reporting and permissions

Roles to “Institutional Rights”



- SO, AA, and PI Roles will remain the same but now will be called “Institutional Rights”
- Create new Institutional Rights (former roles)
 - Hierarchy – Allows users to define org structure
 - Institutional Profile Edit – Update institutional profile
- Rename ASST to “Basic” Right
- AO and FSR to become Rights associated with the hierarchy

Hierarchy Rights



- Status Detail – View detail in Status
- DOCS – Access to relevant docs (excludes Summary Statement)
- FSRDE – FSR data entry
- FSR – Includes FSRDE and Submit FSR authority
- NCE – Submit No-Cost Extension
- JITDE – Just-in-Time data entry
- JIT – Includes FSRDE and Submit JIT authority

Hierarchy Rights Continued



- eSIGN – eApplications Signature Authority
- eSNAP Submit – Submit eSNAP
- FPR – Submit Final Progress Report
- FIS – Submit Final Invention Statement
- AO – Includes DOCS, Status Detail, eSNAP Routing (No Account Administration)

Notes on Implementation



- Must define the NIH "School" at 1st level of the Hierarchy (i.e., School Of Medicine).
- Must define the NIH "Department" at the Leaf Level (i.e., lowest) node before you can add projects.
- Projects are assigned by discrete Activity Code, Serial Number, Institution (i.e., R01CA-12345). Can't break up a project across departments.
- Can only affect current and future year rankings (i.e., changes through 09/30/2004 impact only FY2004 and FY2005 rankings).

Conversion and Next Steps

- AO Role will be given AA Institutional Right and AO Hierarchy Right at Institution (i.e., root) level.
- FSR converted to a Hierarchy Right at Institution (i.e., root) level.
- Existing Hierarchy will be migrated
- Request for Comments (with prototype) to be available in October.



Demonstration of Org Hierarchies





X-Train Account Creation

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X-Train Integration Requirements



- Integrated with the Commons
 - X-Train menu item (similar to eSNAP)
 - Available off of Status
- Trainee support maintained throughout trainee's career
- Support both PI and Trainee signoff
- Emulates paper process (Admin – via delegate – to Trainee to PI to NIH)

Implementation



- PI or PI Delegate initiates New Appointment (emails Trainee)
- Trainee creates an account or logs in with existing account to verify 2271 (emails PI)
- PI routes to NIH

X-Train Account Creation Demo





JIT and Other Commons Initiatives

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Business Processes Supported



- FSR
- Just in Time (JIT)
- No-Cost Extension
- eSNAP (2590)
- CGAP (in Pilot)
- Closeout (Fall 2004)
- X-Train (in development)

eRA Initiatives



- Grants Management undergoing major enhancement
- Defining system for workflow/notification between Commons/internal systems
- Second Commons expansion task order

Focus of New Commons Task Order



- Consolidate Status reporting (eSubmission, IC/Committee Assignment, Score, Award, Closeout).
- Define integration requirements for Grants Management and Program by defining new requests/submissions.
- Enhancing existing requests and extending the number of requests supported.
- Status queries on state of transaction.

Requests for Consideration



1. Change of PI
2. JIT Enhancements (separate submissions)
3. OLAW Assurances
4. Change of grantee institution
5. Additional project extensions
6. Human Subject Inclusion/Enrollment (Outside of eSNAP)
7. Carryover
8. Re-Budgeting
9. Administrative supplements
10. Any others?