Commons Version 2.18 Personal Profile, Institution Profile and eSNAP Release Notes

PERSONAL PROFILE ENHANCEMENTS

Publications

Manual entries now show Citation source of **PD/PI Entered**. *(See Figure 1, number 1.)* The entries automatically pulled from the NIH Manuscript System (NIHMS) reflect either NIHMS IDs or the corresponding PubMed Central Citation IDs.

In addition, two Action links on the page have been changed: "View PUB Article" is now "**View in PMC**", and "View Manuscript" is now **"View NIHMS".** *(See Figure 1, number 2.)*

The screen also includes notes about the Public Access policy and provides a link for more information: http://nih.gov/about/publicaccess/index.htm. *(See Figure 1, number 3.)*

Figure 1: Changes to the Personal Profile – Publications screen.

INSTITUTION PROFILE ENHANCEMENTS

Assurances and Certifications

There are now two additional assurances: **"ClinicalTrials.gov Requirement"** and **"Impact of Grant Activities on the Environment and Historic Properties"**. *(See Figure 2, number 1a and 1b.)*

Also, the "Delinquent Debt Assurance" was re-named to **"Non-Delinquency on Federal Debt Assurance"**. *(See Figure 2, number 2.)*
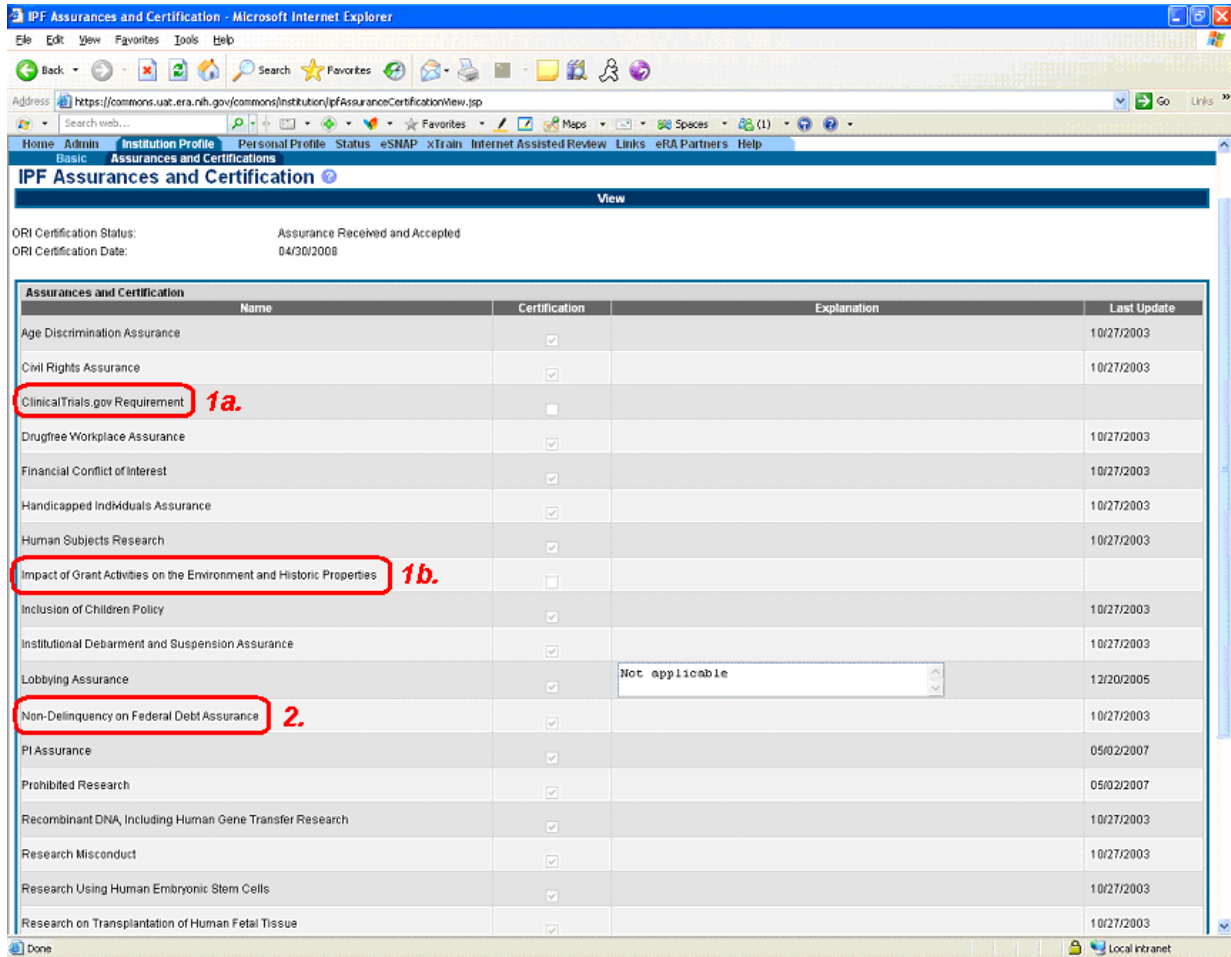

Figure 2: Changes to the Institution Profile – Assurances and Certifications screen.

ESNAP ENHANCEMENTS

Implementation of Grants.gov Terminology

In order to maintain consistency between the PHS 2590, 398 and SF424 (R&R) forms, new terminology was implemented throughout the eSNAP screens: *(See Figure 3.)*

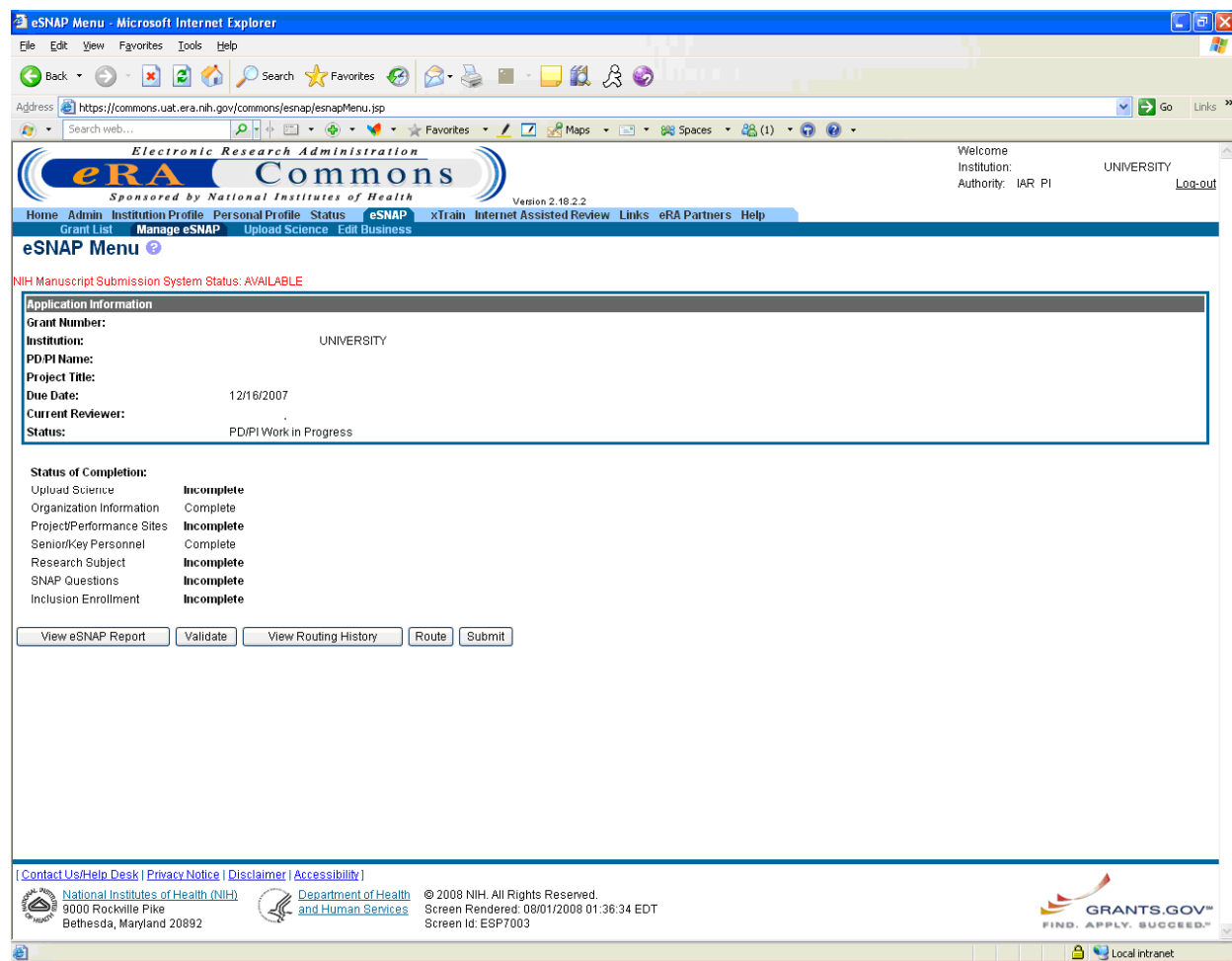| OLD TERM		NEW TERM
Principal Investigator	is now	Program Director/Principal Investigator (PD/PI)
Key Personnel	is now	Senior/Key Personnel
Performance Site	is now	Project/Performance Site

Figure 3: eSNAP Menu

eSNAP Screen Changes

eSNAP – Grant List

In accordance with Notice NOT-OD-08-030, issued January 4, 2008, the eSNAP Grant List was updated with **"OMB No. 0925-0001/PHS2590 Approved through 11/30/2010"**. *(See Figure 4, number 1.)*

Also, the status "Principal Investigator Work in Progress" was changed to **"PD/PI Work in Progress"**. *(See Figure 4, number 2.)*
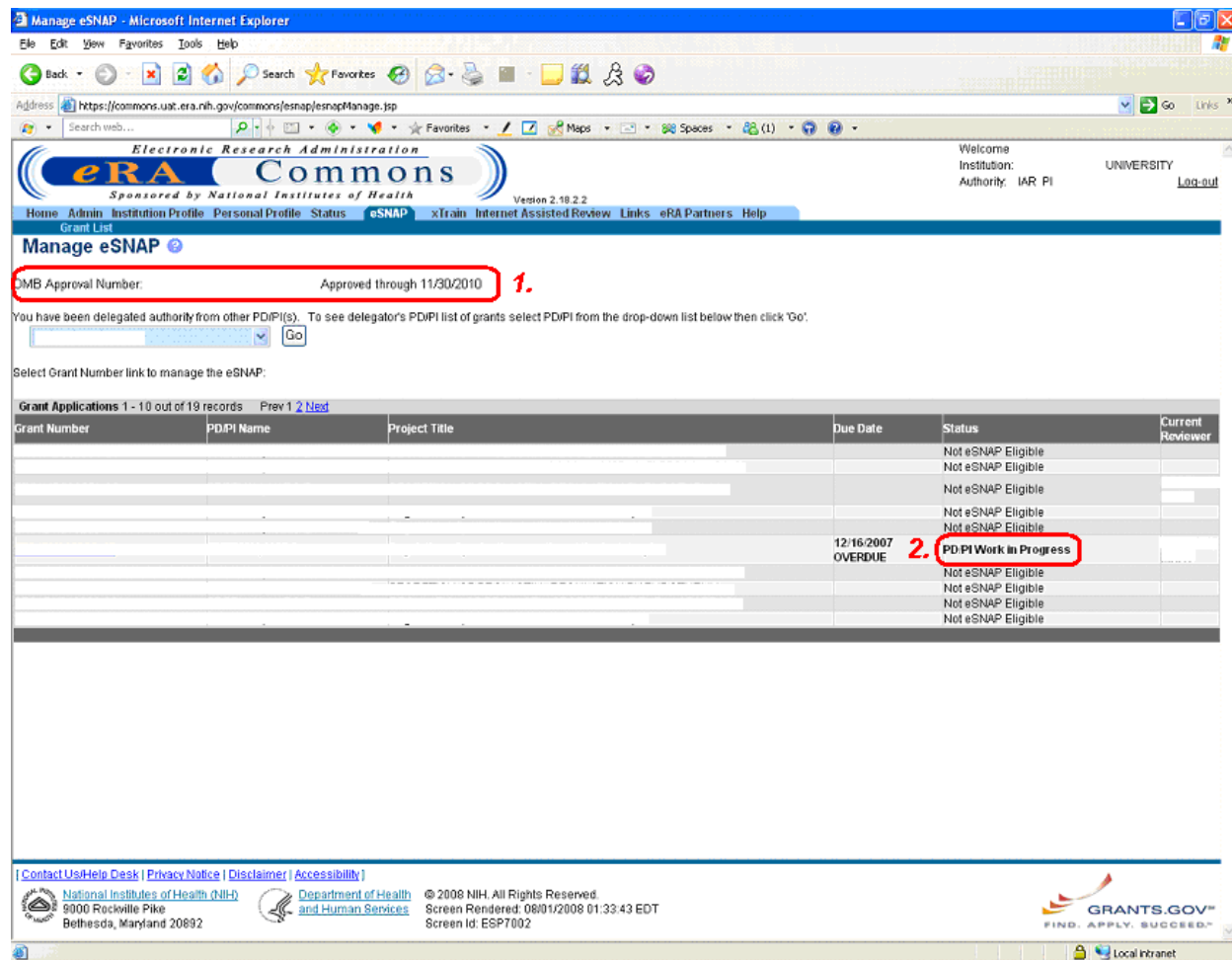

Figure 4: eSNAP Grant List changes.

eSNAP – Upload Science

The eSNAP – Upload Science screen mirrors the changes made to Personal Profile – Publications. *(See Figure 5.)*

Figure 5: Upload Science screen mirrors the changes made to Personal Profile – Publications.

eSNAP – Edit Business – Project/Performance Sites

The Project/Performance Site List Page collects information for each Project/Performance site as required by the Federal Financial Accountability and Transparency Act (FFATA). The following changes were made to this screen:

1. The **"DUNS or DUNS + 4"** field now accepts 9 or 13 digits to accommodate DUNS or DUNS+4 designation. Please enter either 9 digits for DUNS or 13 digits for the DUNS with extension **without dashes**. *(See Figure 6, number 1)*

2. The **"Country"** drop-down field is now located at the top of the screen. The Country selected determines which of the remaining fields will be required. For example, the State field is only required when the Country is United States. *(See Figure 6, number 2.)*

3. The **"Primary Project/Performance Site"** checkbox provides the ability to designate a site as Primary within the eSNAP module. *(See Figure 6, number 3a.)* This designation appears next to the site name in the Project Performance sites list at the bottom of the screen. *(See Figure 6, number 3b.)*

4. The third and fourth lines of the **"Address"** fields have been disabled. These read-only fields remain on the screen but will not appear in the generated Progress Report Face Page or eSNAP report, nor will they show on the Project Performance Sites list at the bottom of the screen. *(See Figure 6, number 4.)* Please ensure all relevant data is contained within Address lines 1 and 2.

5. **"State"** and **"Province"** are now separate fields. *(See Figure 6, number 5.)* **Province** is a free-form text field for all Countries except for Canada, which has a drop-down menu.

6. A **"Congressional District"** field has been added to the screen. This is a required field when the country is designated as United States and the selection for the State drop down is not a US Territory. The field text is hyperlinked and links to http://congress.org/congressorg/dbq/officials/?lvl=L. *(See Figure 6, number 6.)*

Figure 6: Edit Business – Project/Performance Site List screen revisions.

eSNAP – Edit Business – Senior/Key Personnel

The **"Date of Birth"** field was **removed** from the screen. *(See Figure 7)*
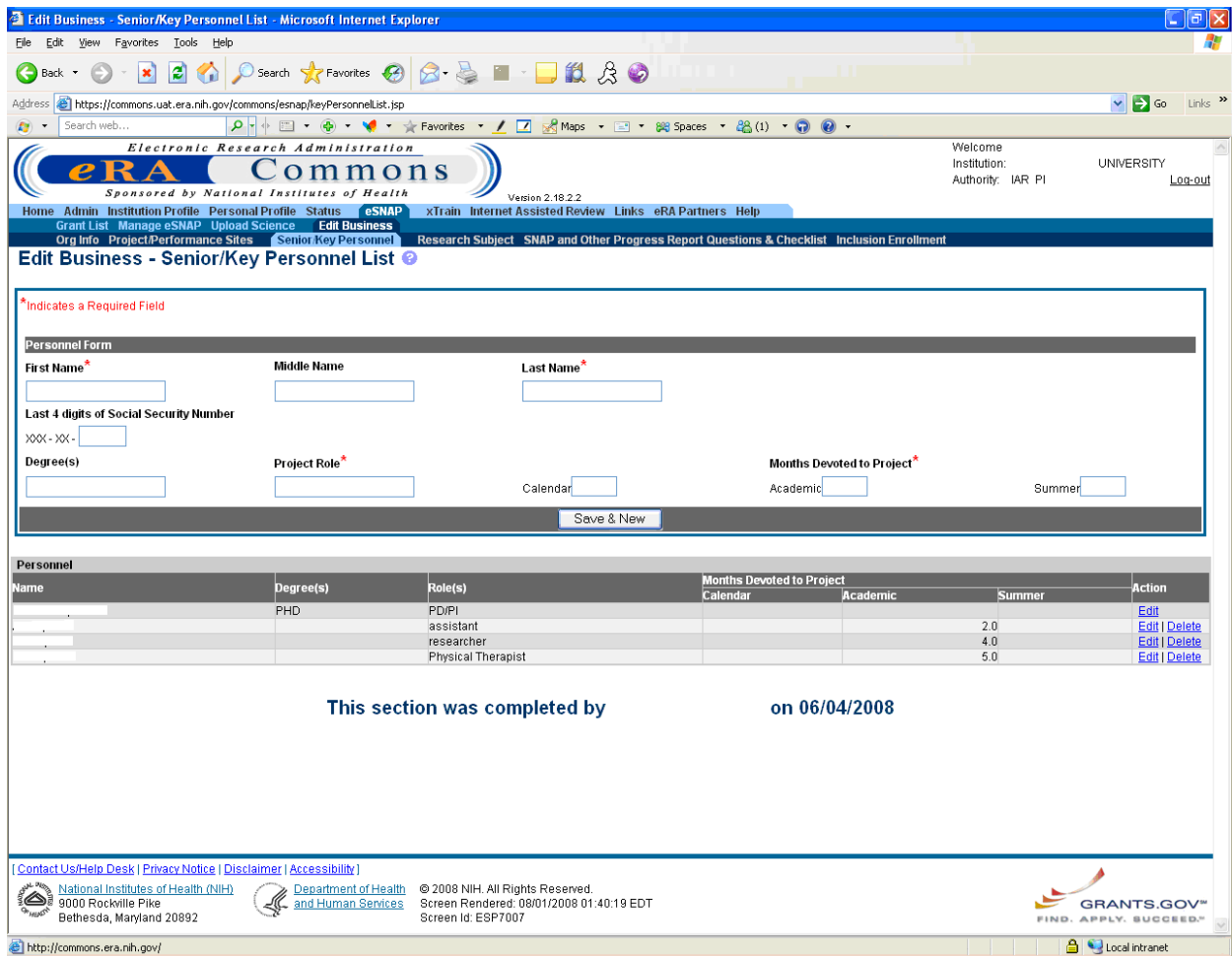
Figure 7: "Date of Birth" field removed from the Edit Business – Senior/Key Personnel screen.

eSNAP – Edit Business – Research Subject

The **"Full IRB Review"** question (yes/no radio button) was **removed** from the Research Subject screen. *(See Figure 8.)*
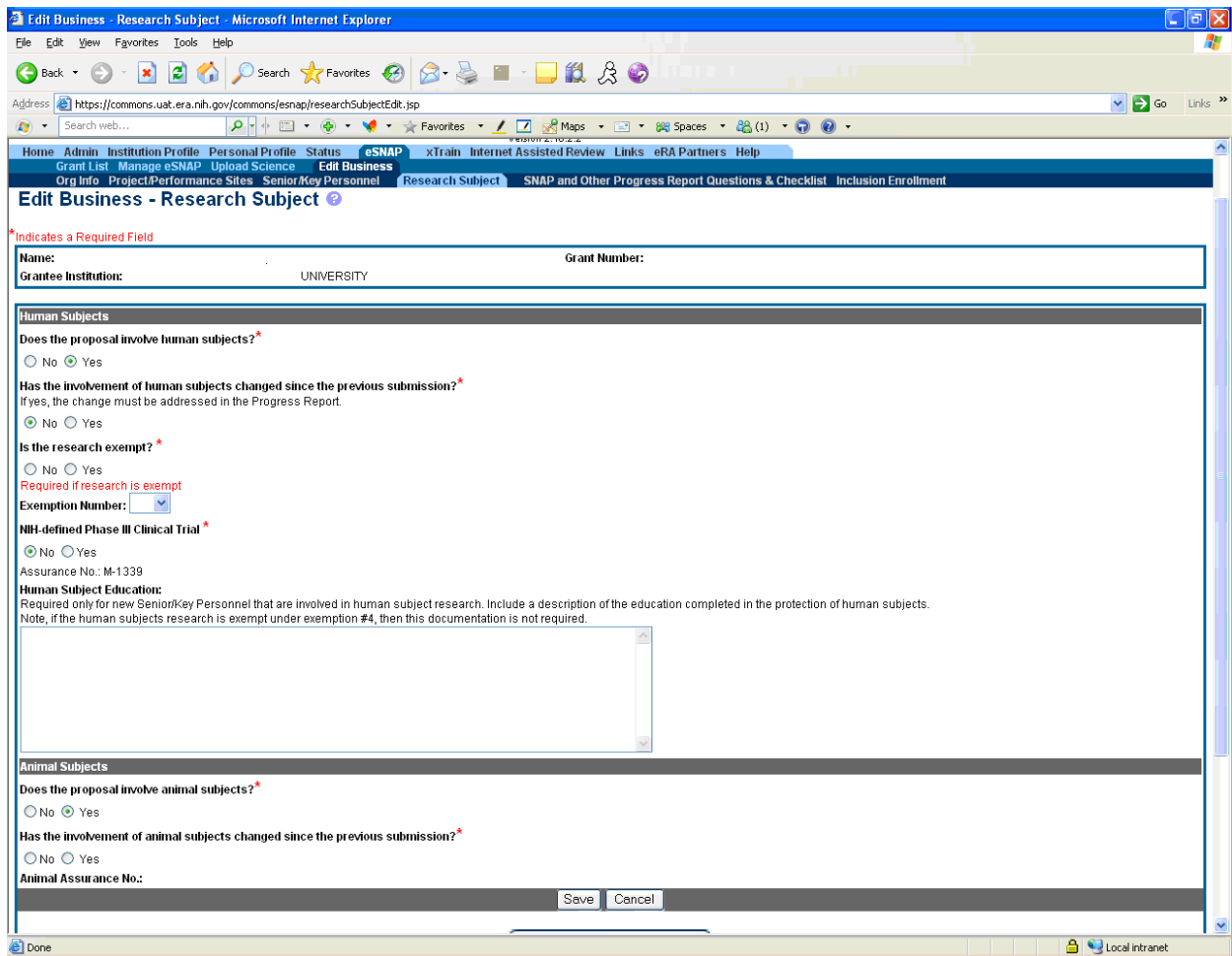
Figure 8: "Full IRB Review" question removed from Edit Business – Research Subject screen.

eSNAP Report and Progress Report Face Page

The eSNAP Report and the Progress Report Face Page reflect the changes made throughout Commons eSNAP screens.

ESNAP DEFECTS

eSNAP – Edit Business – Senior/Key Personnel

Two defects were fixed that originated from the **"Months Devoted to Project"** fields on the Senior/Key Personnel page.

Calendar Validation

Previously, eSNAP validations returned a message, 'No errors found on validation' when the PD/PI calendar months field was zero and all MPI months were blank. Now, eSNAP validations will return an error message if any one of the three **"Months Devoted to Project"** fields is less than zero.

Validation Error

eSNAP validations previously returned an error indicating that the value for calendar/summer/academic months must be greater than zero – even when the data shows the value to be greater than zero.

The validation has been corrected to not display the error when the data clearly indicates values greater than zero.