



GM Lead Users Group

Date: July 14, 2004, Wednesday
Time: 9:00–11:00 a.m.
Location: 6001 Executive Building, Conference Room A1/A2
Advocates: Michael Loewe and Pamela Mayer

Next Meeting: Wednesday, August 11, 2004, 9:00 a.m.-11:00 a.m. Location TBA.

Actions Items

1. (All) Cleanup IMPAC II data. Refer to IMPAC II Cleanup handout for guidance.
2. (Pam Mayer) Contact conference facilities in the Atrium Building. Find out if a conference room is available for future GM Lead Users meetings. Notify GM Lead Users Group of new location.

Handouts

- Presentation on Grants Closeout in the October 2004 Release of NIH eRA Commons
http://era.nih.gov/docs/Presentation_Closeout_GM_Lead_Users_Meeting_7-14-04.pdf
- IMPAC II Data Cleanup Handout
http://era.nih.gov/docs/Handout_IMPAC_Data_Cleanup_GM_Lead_Users_Meeting_7-14-04.pdf

Grants Closeout and NIH eRA Commons in October 2004

Dan Hall, Tracy Soto

Dan Hall and Tracy Soto provided a demonstration of the Grants Closeout Module (GCM) and the Grant Closeout screens that grantees will be able to access via the NIH eRA Commons in October 2004: http://era.nih.gov/docs/Presentation_Closeout_GM_Lead_Users_Meeting_7-14-04.pdf.

In just a few months, grantees will be able to post Final Invention Statements, Final Progress Reports, and Financial Status Reports directly into the Grants Closeout Module using the NIH eRA Commons. These documents will then be made available to NIH staff via the Grant Folder.

The October release will also feature a number of changes to the Grants Closeout Module itself:

- Users of the Grants Closeout and Grants Management Module will be able to access the Grant Folder, which will contain the FSRs, Final Invention Statements, and Final Progress Reports posted by grantees.
- GCM users will still be required to determine whether a grant is closed or open; however, this determination (open or closed) will be reflected in the NIH eRA Commons for grantees to view.

- The status of FSRs (Due, Pending, Accepted) that is displayed in GCM will reflect the status of FSRs that is displayed in the NIH eRA Commons. In other words, grantees and grant specialists will always view the exact same data.

Grantee submission of documents via the Commons will have a direct impact on the Grants Closeout Module:

- When a Commons user submits an FSR, the GCM user must indicate that the FSR is “Accepted” in GCM.
- When a Commons user submits a Final Invention Statement, GCM records the receipt of this document via a “Yes” flag. However, the GCM user is unable to change this information.
- When a Commons user submits a Final Progress Report, the submission date of the document is recorded in GCM. However, the GCM user is unable to change the date.

Marcia Hahn asked Dan and Tracy how GCM will handle Final Progress Reports that are rejected by Program staff. Group members agreed that this scenario can and does happen, and suggested that Dan and Tracy consider this requirement.

Pam and Marcia urged group members to “get on board” with the Grants Closeout Module. The value of the data that grantees view in the Commons is dependent on ICs using and actively maintaining GCM. Furthermore, Congress will eventually mandate the use of GCM, so it is wise to begin using the module as soon as possible.

Finally, Dan encouraged group members to review the prototype of the Grants Closeout module and the Grants Closeout screens in Commons and to send him any comments, suggestions, or questions.

No-Cost Extension Eligibility through ICs

Marcia Hahn

In 2003, eRA released functionality allowing grantees to submit No-Cost Extensions via the NIH eRA Commons. In certain situations, IC can withhold this privilege from grantees by clicking a radio button in the system. However, in addition to checking this radio button, ICs must also try to remember to check the appropriate box in ICO. Marcia asked that group members to reiterate this information in their respective ICs.

Finally, Marcia reminded the group that when an IC has decided to withhold a grantee’s authority to submit a No-Cost Extension, that IC must seek OPERA approval.

IMPAC Data Cleanup

Pam Mayer

The IMPAC II system needs to be “cleaned up.” Apparently, there are old supplements, fellowships, and WIPs that need to be removed. If these old documents are not cleaned up, Program staff could experience confusion when referring to the data displayed in the Program Module.

Pam distributed a handout with instructions on how to take care of old documents and data in IMPAC II:

http://era.nih.gov/docs/Handout_IMPAC_Data_Cleanup_GM_Lead_Users_Meeting_7-14-04.pdf.

She asked that every group members do his or her share to straighten up the system.

Action: (All) Cleanup IMPAC II data. Refer to IMPAC II Cleanup handout for guidance.

Future Meeting Location

Pam Mayer

The GM Lead Users Group may not be able to continue its use of the Neuroscience Conference room. Apparently, NINDS will not permit distribution of parking stickers to non-NINDS employees. Pam said that she is actively looking into reserving the conference room in the Atrium Building, which is located at 6101 Executive Blvd. Parking is free and the conference room may be available. She asked the group whether a change in meeting location would be problematic. Group members said that the Atrium Building would be fine. Pam agreed to check the conference facilities and reserve a room.

Action: (Pam Mayer) Contact conference facilities in the Atrium Building. Find out if a conference room is available for future GM Lead Users meetings. Notify GM Lead Users Group of new location.