



eRA Program Official Users Group (ePUG)

Date: October 8, 2003
Time: 1:00–3:00 p.m.
Location: Rockledge 1, Room 3502
Advocates: Carlos Caban, Israel Lederhendler

Next Meeting: Wednesday, November 12, 1 p.m., Executive Plaza North, Room H

Actions Items

1. (Chanath Ratnanather) Review priority lists from old JADs prior to ePUG; ensure that old priorities were accomplished.
2. (Carlos Caban, Israel Lederhendler, Chanath Ratnanather) Organize subcommittees to address specific issues concerning the Program Module.

Handouts

1. Revised list of Program Module Priorities
<http://era.nih.gov/Docs/PGMpriorities_ePUGmeeting_10-08-03.pdf>
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Announcements

eRA Project Team Retreat—Carlos Caban announced that the eRA Project Team will be going on a retreat October 9–10 to identify top eRA priorities. Carlos Caban, Israel Lederhendler, and Chanath Ratnanather will be attending the retreat and representing the Program Module.

Web QT User Group—Carlos encouraged ePUG members to join the Web QT Users Group. This group is dedicated to testing and improving the new Web Query Tool that is being developed by eRA. Carlos emphasized the importance of ePUG representatives attending these meetings so that the reporting and query needs of Program staff are successfully incorporated into the Web QT. Several ePUG members are already participating in the group, including Israel, Janna Wehrle, Anne Heath, Rory Duncan, Carol Martin, and David Finkelstein. Carlos encouraged all ePUG members to attend. The first Web QT Focus Group meeting is Thursday, October 16, for relevant eRA Advocates; neither Carlos nor Israel can make it, so Chanath and one or more of the ePUG members will try to attend.

Program Module Training Session—A Program Module training session was held on September 9. The session was productive, though ePUG members felt that the Program Module was performing functions slowly. Chanath Ratnanather explained this was due to the computer room, not the module. Group members recommended that the Program Module be presented in an optimum environment in the future.

November Deployment

The next deployment is November 7. The following features will be released:

- ❑ New J2EE Program Approvals page to replace ICO Approvals page.
- ❑ Read-only access to all portfolios.
- ❑ A new Program assistant/analyst role with access to PGM.
- ❑ Display of past, current and future FY grants (default) on Pre-Council, Post Council, Pending Type 5s and Other/Withdrawn portfolio pages.

Finally, Chanath explained that the organizational and delegation layers will not be implemented in the November release but will be in the following deployment.

Program Module FY04 Priorities

Carlos distributed a list of Program Module priorities for FY 2004. These priorities were pulled from a list generated during a brainstorming session at the last ePUG meeting. Priorities are grouped into four main categories:

- ❑ Development/Management of initiatives including Trans-IC, Trans-program Activities
- ❑ Integration with other business areas/processes
- ❑ Additional desirable transactions
- ❑ Special features

Carlos explained his intentions to take this list to the eRA retreat and asked the group for any feedback concerning the priorities highlighted. The group agreed that the list was satisfactory, though they offered the following suggestions, additional priorities and/or granular requirements:

- ❑ Flesh out “Pre Submission” page.
- ❑ Track PI publications, citations, and references within eRA. The group suggested that Chanath look at the NIEHS publication database and module.
- ❑ Include the Program Assistant role in the Review and Grants Management modules. This is crucial with A-76.
- ❑ Include an NIH-wide Competing Grants Checklist.
- ❑ Add tips on how to search and print PO Notes on the PO Notes page.
- ❑ Include ability to print a checklist. This is an essential step in the transition from paper to paperless.
- ❑ Provide capability to print cover pages of multiple grant applications.
- ❑ Provide capability to complete subproject approvals in Program Module
- ❑ Integrate Web QT into Program Module via an “advanced search” link/menu.
- ❑ Enhance “Include Grants” feature in Program Module. This should provide a way to add multiple grants via an “import” feature.

- ❑ Investigate NIAID and NICHD “Initiative Development and Tracking” tools.
- ❑ Investigate NIAID’s Contracts Management tool and NCI’s Document Management tool.

Although the group agreed that these priorities were satisfactory, they urged Carlos, Israel, and Chanath to make sure that the original priorities of the Program Module were met before creating new priorities. Chanath said that he would review notes from the JADs prior to ePUG and ensure that old goals concerning the Program Module were accomplished.

Finally, the group suggested that ePUG create subcommittees to address specific issues concerning the Program Module (e.g., PI history, Web QT and the Program Module, etc.). Carlos agreed to begin organizing these subcommittees.

2. The revised list of Program Modules priorities can be found at http://era.nih.gov/Docs/PGMpriorities_ePUGmeeting_10-08-03.pdf

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Attendees

Armistead, Allyson (LTS)	Gezmu, Misrak (NIAID)	Nichols, Paul (NINDS)
Asanuma, Chiiko (NIMH)	Goodman, Stephen (NHLBI)	Ratnanather, Chanath (OD)
Burns, Amy (LTS)	Laughlin, Maren (NIDDK)	Swain, Amy (NCRR)
Caban, Carlos (OER)	McDermott, Julie (NIDDK)	Thomas, David (NIDA)
Duncan, Rory (NIAID)	Miller, Roger (NIDCD)	Wehrle, Janna (NIGMS)
Finkelstein, David (NIA)	Mullins, Christopher (NIDDK)	