

eRA Focus Groups

- Should we be moving toward common access to the Grant Folder?
- How can we take best advantage of the opportunity to improve business processes?
- For the 398, what flexibility will OMB give us to get away from forms to electronic data?

Tentative assignments.

Group 1, Policy for Acceptance; Visual Format of eGrants

- **Focus Group members:** *Marcia Hahn, Eileen Bradley, Tim Twomey, Carlos Caban, Della Hann, Wally Schaffer, Mark Siegert, Dan Hall*
- 2 Is there a policy or guideline defined for accepting grants electronically?
- 6 What is the policy or guideline for electronic approvals and signature when using an electronic workflow?
- 10 Large institutions will want to submit grants in batches. The batch will be submitted by some machine.
- 11 What is the acknowledgement of receipt?
- 26 What policy questions do we need answers on?
- 3 What are the rules for formatting and other content rules to accept an application?
- 8 Do we have to follow PHS forms for items like supplements?

Group 2, Business Process Requirements

- 5 What desk procedures have to change to process grants totally electronically?
- 7 Can/Must the eRA workflow be extended for IC use?
- 21 How can Knowledge Management help your business?
- 23 What do you need to change about your business process?
- 24 What can be changed when?

Group 2 Focus groups:

- *RR: Richard Panniers, Sara Silver*
- *REV: Eileen Bradley, Scarlet Gibb, Tracy Soto*
- *PRG: Carlos Caban, Bud Erickson, Sherry Zucker*
- *GM: Marcia Hahn, Cathy Walker*
- *CM: Anna Snouffer, Krishna Collie*
- *Finance: Nancy Vess, Steve Fitzgerald*
- *Overall: Steve Hausman, Thor Fjellstedt, Mike Cox, Steve Hughes*

Group 3, Reporting, Analysis, Retention Requirements

- **Focus Group:** *Belinda Seto, Jim Tucker, Bob Moore, Carol Martin, Cathy Walker, Johnnie Pearson, Chanath Ratnanather, Steve Fitzgerald, Wally Schaffer*
- 17 Do Key project personnel need person profile? (recommended)
- 20 What are the opportunities to apply business intelligence techniques and add value to the management process?
- 27 What is the role of business intelligence in your respective organizations?
- 22 What time lag is acceptable between a transaction and the availability of data for analysis, reporting?
- 12 What do we do with rejected applications? (failed validation)
- 13 What do we do with applications that are not funded?

Group 4, Migration Plan to Support eGrants

- **Focus Group:** *Donna Frahm, Kalpesh Patel, Sherry Zucker, Tim Twomey*
- 25 Does the migration plan fit in?