UFIRST Proposals: A New Start for Research

Presenters: Stephanie Gray – Director, Division of Sponsored Programs
            Tiffany Schmidt – Interim Assistant Vice President, Contracts & Grants
            Nigel Chong-You – Business Relationship Manager, UFIT Enterprise Systems
• Uniform Grant Guidance
• Enforcement of closeout timelines
• Audits
• DSP Organizational Structure
• UFIRST
Uniform Guidance Closeout Timeliness Audits

Tiffany Schmidt
Interim Assistant Vice President
Contracts & Grants

Phone: 352/273-3101
E-mail: tcasi@ufl.edu
• Administrative & clerical Support
• Computers
• Fixed amount subawards
• Cost principles
• Effort reporting
• Subrecipient monitoring
• Fixed amount awards
• Closeout
Closeout Timeliness

• Enforcement of 90 day timeline
• Cost transfers
• Subawards
  – Timelines in subagreements
  – Final invoices
• Additional pay
• Unbudgeted equipment & travel
• Lab supplies
• Expenditures in the last 120 days of the award or after the period of performance
• Even dollar expenditures
• Stipends/Scholarships
UFIRST

Stephanie Gray
Director, Division of Sponsored Programs

Phone: 352/392-3516
Email: slgray@ufl.edu
Implementing Click Grants “UFIRST” as part of the overall program to improve the way we administer research at UF

- Streamline processes
- Provide user-friendly systems for tracking and reporting
- Target our resources where they can have the most impact
- Increase training and education

WILL REPLACE ALL OTHER PROPOSAL ROUTING TOOLS – NO MORE PROPOSAL EXPRESS OR DSP-1 FORMS
## Timeline

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<td>Development &amp; Training</td>
<td><strong>GO LIVE</strong></td>
<td>Stabilization</td>
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Major Improvements

• Transparency
  – Where is my proposal? Has it been submitted? Who is working on it? Have we received response from the sponsor yet?
  – What was the final submitted budget? Scope of work?

• Data & Reporting
  – Captures keywords, requested amounts, lists of all key personnel and commitments
  – Campus will have access to canned reports & data for any ad hoc needs

• Streamlined Workflow
• Major Differences:
  – PI signature doesn’t need to kick off workflow and can occur with only draft science. PI can attest any time prior to submission to DSP
  – Cost share approval happens FIRST and online
  – Only primary chair & dean sign. Others notified
  – Ad hoc approvals can be added for any purpose at any time
Implementation Team

• Campus Functional Team
  – Jan Machnik - Engineering
  – Dorothea Roebuck – Health & Human Performance
  – Sandra Smith – College of Medicine
  – Ericka Solano – Department of Medicine

• DSP Representatives
  – Adrienne Fagan
  – Joyce Jackson
  – Kelly Jacoby

• Technical Team
  – Greg McEachern
  – Nigel Chong-You
  – Don Harrison
  – Armando Parra
  – Raymond Lukowe
  – Barbara Lindsey
  – Jason Gomez

ufirst@research.ufl.edu
http://research.ufl.edu/faculty-and-staff/initiatives.html
Preview
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The PI has not yet certified this proposal.
The PI has not yet certified this proposal.

### Approvers
The following people will review this proposal and provide organizational approval

**Current Step: 1**

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### Cost Share Approvals Outside Submitting Department
The cost share approvals functionality is currently under development. The Funding Proposal workspace cannot display the needed info until that development is complete.

### Ad Hoc Approvals

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1.0 General Information

Use "*" as wild card search.

1.0 * Principal Investigator / Program Director / Fellow:

Test StudyStaff1 [Select... Clear]

Identify the Mentor / Responsible Faculty Member:

[Select...]

Only enter a mentor if this is a fellowship or if the PI/POD/Fellow listed is not an eligible PI.

For multi-PI applications, select the central PI.

FCOI page (DSPS form)

2.0 * Submitting Department:

MD-MEDICINE [Select... Clear]

3.0 Primary Unit Administrative Contact:

[Select...]

Individual available to answer questions about the submission.

4.0 * Short Title of Proposal:

WIKI Nov 3rd 2.2

Displayed throughout SmartForm and workspaces.

5.0 Full Title of Proposal:

Appears in application to be submitted to sponsor.

6.0 * Sponsor:

NATL INST OF HLTH [Select... Clear]

If Sponsor does not appear in list, enter name:

If flow through, select Originating/Prime Sponsor:

[Select...]

The sponsor is the organization directly funding the UF proposal.

Select "FED - Sponsor Not Yet In System" if sponsor does not appear in the selection list.

Only enter an originating Sponsor if this is a flow through submission.
The PI has not yet certified this proposal.
The PI has not yet certified this proposal.
### Personnel Budgeting

**Proposal:** WKI Nov 3rd 22  
**Budget:** NATL INST OF HLTH  
**Grid:** Personnel Costs - Grid

#### Salary Cap:
- **Salary Cap:** $100,000.00
- **Salary Cap Escalation Rate:** 0%
- **Apply Salary Cap Escalation Rate:**  
- **Apply Esc Period 1:**  
- **Salary Inflation Rate:** 3%
- **Apply Infl Period 1:**

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| Total Salary: | $50,000.00 | $50,000.00 | $50,000.00 |
| Total Fringe: | $8,750.00  | $8,750.00  | $8,750.00  |
| Total Personnel: | $58,750.00 | $58,750.00 | $58,750.00 |
• Thank you!