

DGA Roundtable – March 5, 2018

1:30 – 2:30 pm, IRIC 305 (above the Atrium)

Call-in Number: Zoom – See Calendar Invite for details on zoom access.

1. Zoom greetings and sign-in sheet. Please sign in as you arrive or announce your arrival on Zoom (SM)!
 - a. Thank you all for attending!

2. Student IPO Fees – Colton Oliphant

Colton walked us through the registration process on the International Programs Office (IPO) website <https://www.uidaho.edu/academics/ipo/study-abroad>

Graduate students are charged a \$50 registration fee by the International Programs Office when taking part in research projects at international locations - the \$50 fee is per project, not study location.

Those students taking part in a faculty led study abroad program are charged a \$200 registration fee per applicant by IPO.

Colton indicated this is all in addition to the travel authorization process and he is working with Accounts Payable to streamline the processes and send accurate emails depending on the travel authorization.

Students are encouraged to purchase an additional international travel insurance costing \$10. In a separate email sent to the DGA list, Kenwyn Richards, OSP Cost Accounting confirmed that the \$10 international travel insurance cost is an unallowable charge on grants per current university policy.

3. Post Award: Signature Authority and Types of Agreements– Sarah

Faculty and staff are not authorized to sign on behalf of the university and may be making themselves legally liable when they do so. Reviewing the APMs, roles and responsibilities matrix, and contacting the correct central unit (OSP, Purchasing, etc.) should be their first action when a document (contract/gift/grant agreement) is received.

Sarah presented information about the different types of agreements and how to differentiate between them. Examples of many of these can be seen in the attached copy of her PowerPoint. Answers to the examples in the PowerPoint are:

Slide 7: C – no analysis of the samples is requested, just an output of the data that our specialized equipment provides. If analysis would be requested, this would be B or D.

Slide 8: B or D. Exchange transaction (funding in exchange for progress reporting, outcomes report, and financial reporting). State entities cannot gift as well.

Slide 9: A – no exchange is noted here in the summary. If the sponsor asked for a report on how the funding was used, that could still be a gift, but a technical report (outcomes, etc.) could move this from A (gift) to B or D (contract or grant).

Slide 10: B – services agreement assuming the lab could accept that type of agreement under their structure, they have a published and approved rate schedule (meaning that they provide this service to other entities and in a competitive environment), and they are not subject to the compliance requirements of the prime. If the lab was to do taste testing analysis or other programmatic type work, this would then be a subaward relationship.

4. Pre Award: Introduction to Federal Funding – Ann-Marie

Ann-Marie briefly covered terminology and acronyms related to proposal submission and described the function of Pre Award to ensure adherence to sponsor guidelines and UI policy.

In addition to the terminology and acronyms presented, the third slide of the attached PowerPoint contains a link to a more comprehensive Grants.gov glossary, and a discussion of the differences between Grants, Contracts and Cooperative Agreements from NCURA is accessible via the Video link on the fifth slide.

5. Other and Open Forum:

Corrected FY19 fringe rates were sent out to the DGA list.

All are encouraged to preview the proposal submission functionality of Research.gov as FastLane continues to move towards use of that system for this purpose. If you do not have an NSF ID and would like to preview the system, please contact your Pre Award administrator and we can set up an account for you.