DGA Roundtable Agenda – **Thursday, March 9, 2017 1:30 – 2:30 pm, IRIC 305 (above the Atrium)**

Call-in Number: Zoom – See Calendar Invite for details. Password for computer/smartphone access is ‘DGA’.

1. OSP Director: Discussion on payroll cost transfer issues. OSP is seeing way too many payroll cost transfers, including over 90-days. This is a high audit risk area and a finding here could be very detrimental and costly to the University. To protect UI, Deb has to implement measures to lessen, reduce, or stop payroll cost transfers. She asked for ideas from DGAs, and the main topic area was mandatory PI training should be required before an agreement will be approved and a budget setup. A second theme was to disallow PCTs that do not meet the extenuating circumstances definition, and require those costs to be moved to a non-grant budget. OSP will provide additional details on ‘extenuating circumstances’ as well as more guidance on PCTs soon.
   1. We will send out the slides from Deb’s first presentation on PCTs soon as well.
2. OSP Website: OSP is going to work to provide a DGA tab on the OSP website. Please send [smartonick@uidaho.edu](mailto:smartonick@uidaho.edu) your ideas on what you want to see linked on that tab.
   1. Ann-Marie created a handout to show how to get to the OSP site from the UI main page. See attached.
3. International Sponsors and Informal Faculty Discussions with Sponsors – Ann-Marie

Each week OSP sends out funding opportunities and a tip of the week to the osppi list. This Friday the tip will discuss the need to make it clear to sponsors that any cost estimates or scopes of work presented during informal discussions are not binding – faculty do not have the authority to commit the university – that can only happen after OSP review and AOR approval.

The tip of the week for next week will center on submission of proposals to international sponsors and the need to start much earlier (up to 2 months out) than for domestic submissions (1 week to 4 days out). Reasons for the early start include; transcribing documents into English by a third party to avoid conflict of interest, potential need for VP ORED approval prior to submission, determination of implications of submission (automatic agreement to terms) so they can be negotiated in advance. Another consideration is the possibility for payment in a foreign currency and the need for the department to have reserve funds available to cover funding shortages due to fluctuating conversion rates.

1. Other –
2. NASA NCTE for NNX grants requires a progress report to be uploaded and cannot be submitted more than 30 days from the current end-date.
3. NCURA Travel plans March 8-10, March 11-13.
   1. Call 885-6651 to speak to Teresa and be directed to personnel, if you need to reach Tammy, Jen, Kris, Sarah, Richard, or Deb March 11-14 (AM). Sarah is also out 3/10.
4. Subawards (outgoing): Claire is no longer with UI; send outgoing subaward requests to [osp-contracts@uidaho.edu](mailto:osp-contracts@uidaho.edu).