



Research Community Update

From the Office of Sponsored Programs

FEBRUARY 7, 2017

The Research Community Update informs campus administrators about research-related topics of interest and importance. Staff in the Office of Sponsored Programs are here to help you with navigating the changing and challenging world of research administration.

To unsubscribe, or to request that someone be added to this newsletter distribution list, please contact Ron Fleischmann, Associate Director of Pre-Award Administration (fleischm@uwm.edu).

This issue features:

- [Limited Submission Opportunities](#);
- [Grants.gov Workspace Feature](#);
- [Water Resources Research National Competitive Grants Program](#);
- [Receive Notification of Changes to your Grants.gov Packages](#);
- [Introduction to Research Computing Course](#); and
- [NSF Announces its Spring 2017 Grants Conference](#).

LIMITED SUBMISSION OPPORTUNITIES

Many federal and non-federal sponsors are increasing their use of limited-submission programs, which limit the number of letters of intent, pre-proposals, and/or proposals that UWM may submit. Proposal Development Services posts grant opportunities on the UWM Research Listservs and identifies those with limited-submission requirements. To help prevent UWM from being disqualified for exceeding the number of submissions allowed, the UWM Office of Research requires researchers to submit a Notice of Intent to Apply; if we receive more notices than the number of submissions allowed, an internal competition will be held to select the proposal(s) that best aligns with the grant program goals and objectives and meets the sponsor's review criteria.

Problems with Limited-Submission Programs

Sometimes researchers submit proposals to limited-submission programs without realizing it, mostly because the funding opportunity was not listed on the UWM Research Listservs or the requirement was not clearly stated in the program solicitation. We're also seeing sponsors that rarely limit submissions use this mechanism with much greater frequency, particularly the U.S. Department of Energy and U.S. Department of Justice, catching researchers and institutions off-guard.

Without carefully reviewing the program solicitation and informing the Office of Research of your intent to submit to a limited-submission program, proposal submissions run the risk of (1) disqualifying UWM from the grant competition, and (2) disqualifying UWM colleagues who have been selected to submit through the internal competition process. Thus, it is critical to review solicitations carefully.

How to Quickly Check Solicitations for Limited-Submission Requirements

Depending on the file type of the program solicitation (e.g., Word, PDF, HTML) use the Search function to quickly find the following words that are usually found within a limited-submission program solicitation:

- Limit (e.g., "Limit on Number of Submissions", "Institutions are limited to three submissions")
- Multiple (e.g., "Multiple submissions are not allowed")
- Not more than (e.g., "Not more than one proposal per institution")
- Only (e.g., "Only 1 proposal per institution")
- One (e.g., "One proposal per institution allowed")

Questions? If you need help interpreting a program solicitation or if you have questions about a limited-submission program, please contact Michelle Schoenecker (schoene7@uwm.edu) or Kari Whittenberger-Keith (kariwk@uwm.edu).

GRANTS.GOV WORKSPACE FEATURE

Many individuals on campus have sent OSP questions related the Grants.gov Workspace functionality. Many have commented that Grants.gov appears to tout Workspace as a new way to collaborate with colleagues developing submissions and that it may reduce administrative burden. Staff from OSP have participated in testing the system during its initial implementation and have a few items to clarify:

- **Workspace can allow collaboration, but not in real time.** Workspace allows multiple users to access a submission and begin working on a form. But, once that occurs, the form is locked for editing by any other user. The PHS 398 form used in most NIH submissions has multiple attachments, and most research teams work on various components of these forms individually while developing a submission. In Workspace, only one user at a time could work on the PHS 398 form at a time.
- **Workspace allows you to reuse application forms, but PIs are responsible for ensuring use of the correct form.** So while a PI could reuse an SF424 form from a previous submission, the PI is responsible for ensuring that the form remains correct, the form number has not changed, and that the form has not expired. If the form is incorrect, the application would be returned without review.
- **Multiple users can work on an application, but the PI (and their collaborators) would be responsible for managing access.** Each user would need their own, separate Grants.gov username and password. For collaborators from outside institutions, the collaborator's home institution would need to provision a Grants.gov username and password. "Guest" access to Workspace application packages is not allowed.
- **Error Detection is limited only to Grants.gov transmissions.** The Workspace functionality touts the ability to better detect errors in application packages, which is true only for those applications clearing through Grants.gov. For applications to the National Institutes of Health (NIH), Workspace would not be able to check for eRA Commons errors.

Given these challenges with the Workspace function, OSP does not currently recommend the use of the feature for applications. Instead, OSP continues to advise users to download the Adobe Forms application package for developing submissions through Grants.gov.

Questions? Contact Ron Fleischmann, Associate Director of Pre-Award Administration (fleischm@uwm.edu).

WATER RESOURCES RESEARCH NATIONAL COMPETITIVE GRANTS PROGRAM

The U.S. Geological Survey (USGS), in cooperation with the National Institutes for Water Resources, requests pre-proposals to support research on the topic of improving and enhancing the nation's water supply. A detailed list of the program's research priorities may be found in the full [Fiscal Year 2017 Funding Announcement](#).

USGS is soliciting proposals in two phases—pre-proposals due on February 15, 2017 and full proposals due on June 1, 2017. Selected pre-proposals will be invited to develop full proposals for the June deadline. Pre-proposals must be submitted to Jean Touchett of the University of Wisconsin Water Resources Institute via email (jtouchett@aqua.wisc.edu) by **4 pm on Wednesday, February 15, 2017**.

Since the pre-proposals require the inclusion of a budget and confirmation of institutional cost-share, **WISPER records will be required for these submissions**. Please be certain to remind your principal investigators in your departments/divisions that WISPER records are required for the pre-proposals.

Questions? [Contact your Pre-Award Specialist](#).

RECEIVE NOTIFICATION OF CHANGES TO YOUR GRANTS.GOV PACKAGES

The next time you download a Grants.gov package, be sure to provide your email address so that you can be notified of any changes to the package before the closing date. Why is this important? Because in case the sponsor makes any changes to the package, such as adding/deleting forms, **you will know right away instead of at the time of submission—when it might be too late to make any changes**.

OSP highly recommends that you always elect to receive notifications about changes to your Grants.gov package. Given the length of time that elapses between the initial download of the package and submission by OSP, it is possible that significant changes to the package could occur (or the opportunity could be deleted by the federal agency).

To receive notifications, navigate to the respective grant opportunity in Grants.gov. Then, click on the "Package" tab and select the appropriate package for your submission. Before you can download it, you will be asked to either enter your e-mail to be notified of changes or to opt out notifications. A screenshot of the notification option appears below.

The screenshot shows the Grants.gov website interface. At the top, there is a search bar and navigation tabs including HOME, LEARN GRANTS, SEARCH GRANTS, APPLICANTS, GRANTORS, SYSTEM-TO-SYSTEM, FORMS, OUTREACH, and SUPPORT. The main content area is titled "VIEW GRANT OPPORTUNITY" and displays details for "PA-16-160 NIH Research Project Grant (Parent R01)" from the Department of Health and Human Services, National Institutes of Health. Below this, there are tabs for SYNOPSIS, VERSION HISTORY, RELATED DOCUMENTS, and PACKAGE. The PACKAGE tab is active, showing a summary of the opportunity package with fields for Funding Opportunity Number, Opportunity Package ID, CFDA, Competition ID, Agency, Opening Date, and Closing Date. A yellow banner prompts the user to review Applicant FAQs. Below this, a text box explains that an email address is required for notifications. A form with "Email:" and "Confirm Email:" fields is present, with a red arrow pointing to the "Email:" field. A "Submit" button is at the bottom of the form. The footer contains social media links, contact information for Grants.gov Applicant Support, and various government agency links.

Questions? [Contact your Pre-Award Specialist.](#)

INTRODUCTION TO RESEARCH COMPUTING COURSE

The [UWM High Performance Computer \(HPC\) Service](#) will be offering a two-day workshop for PIs seeking to enhance their research through high performance computers. This course will provide an overview of computational research and an introduction to Unix and shell scripting for automating computational tasks.

The course will be held on Saturday, February 18, 2017 and Saturday, February 25, 2017. [Registration for the course is available online.](#) While there is no cost for registering, space is limited. Please share this information with researchers in your division, department, or unit.

NSF ANNOUNCES ITS SPRING 2017 GRANTS CONFERENCE

The National Science Foundation (NSF) announces its [Spring 2017 Grants Conference in Louisville, Kentucky on June 5-6, 2017](#). The two day conference is recommended for new faculty, researchers, and administrators seeking insight into a wide range of issues at NSF including the state of current funding, new and current policies and procedures, and pertinent administrative issues. NSF program officers representing each NSF directorate will also be present.

If interested, NSF has created a [conference website](#) that will provide information about the Spring 2017 event as it becomes available.