



# ECB/QVR Steering Committee Agenda

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## Electronic Council Book–Query/View/Reporting System Steering Committee

Date: Wed., June 1, 2005, 10:00 a.m.–noon  
Location: Fernwood Bldg., Room 3D-18  
Chair: Thor Fjellstedt  
Next Meeting: Wednesday, July 13, 10:00 a.m. - noon, Fernwood 3D-18

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## Action Items

1. (Thor Fjellstedt) Release an announcement to the Budget User Group about the changes to Competing and Intent to Pay Budget Reports.
2. (Thor Fjellstedt) Send an email to Pop Tracking concerning the additional Grant Specialist and Grant Officer columns on the Missing Data Report.
3. (Tom Tatham) Find an example of CSR applications to determine whether or not they have Appl IDs as well as other pertinent information.

## IC Specific Data Initiative – Summary of the IC Specific Data Meeting and Plans for Further Development

Thor began the meeting by stating that he is meeting with Altum and other Center for Information Technology (CIT) representatives tomorrow at 11:30am. Next month, there will be another meeting held with all of the IC representatives. Some ICs that have already expressed interest with the QVR presentation of data are the John E. Fogarty International Center (FIC), the National Center for Complementary and Alternative Medicine (NCCAM) and the National Institute of Child Health and Human Development (NICHD). Soon, there will be an IC Specific link on the QVR website, along with an IC Specific listserv. He asked anyone interested in joining the latter of these two developments to let him know via email. He assured the group that he will keep all members abreast of further developments.

## NIDDK Project – Initiative Tracking and Checkbook Function

Thor said that CIT will be making a presentation to the National Institute of Diabetes and Digestive and Kidney Diseases (NIDDK) tomorrow regarding the Tracking and Checkbook features they requested. Since one goal of these features is to expand their use to other ICs, a similar demonstration will be presented to the ECB-QVR group in a month's time. One beneficial element of this tool is that it is a generic system. Even though it is currently NIDDK-specific, it will easily translate and allow expansion for other institutes, should they be interested.

## NIH Roadmap

Thor said that the erroneous data within Roadmap is being corrected. Some Roadmap Secondary Assignments that were not in response to existing Roadmap Requests for Applications (RFA) existed within the system. Most applications with inappropriate Program Class Codes and all Fiscal Year issues have been repaired. Once this data runs against that stored in QVR, they will know definitively that all problems have been fixed.

## **SBIR-STTR Standard Report – Identification of Allocation Problems**

On the Small Business Technology Transfer (STTR), there is a requirement that 40% of funds be allocated to small business, with another 30% going to research organizations. Sometimes, this turns out not to be the case. The Small Business Innovative Research (SBIR) program managers are interested in developing reports that illustrate these discrepancies and facilitate their correction. The goal will be to have a convenient report format that allows for corrections to occur throughout the year. This topic will be discussed further at the Grants Management Advisory Committee (GMAC) retreat.

## **Addition to History Search Capability – History Search Subcommittee**

There has been no more progression on this subject since the last meeting. Those responsible for this new functionality continue to develop the download capability. There is now a standard report in production that does this task. This tool, which will include a person and history search, is very important to the user in order to more easily and efficiently navigate the system.

## **Presentation of QVR at GMAC Retreat**

Thor stated that on November 9<sup>th</sup>, he will present QVR to the GMAC group at their retreat.

## **Other Items**

Thor and other members brought up the following issues not included on the agenda:

- The Food and Drug Administration (FDA) are beginning to use IMPAC II data and have requested QVR training.
- The Agency for Healthcare Research and Quality (AHRQ), a heavy user of QVR, does not have an advisory council. They would like to use ECB in conjunction with their internal equivalent to an external advisory council. They will be discussing this with the ECB/QVR Development team.
- The Review Order issue from the last meeting remains to be discussed further, and will stay on the table. Group members agree that the data is not sufficiently accurate and reliable to include in a standard report.
- The summary statement resume continues to be a problem. In some cases full summary statements do not have résumés and in other cases the résumés are truncated. Staff at

eRA have found the problem and the fixes should be in production by August. Until then, there will be interim fixes. Staff are urged to report to eRA if they find defective résumés

- Tom Tatham wanted to know if it was feasible to report an application early prior to it having a Grant Number. Applications get three numbers: accession number, Appl ID and the Grant Number. Tom will put together some examples to present to the group and they will investigate this. He will send more information to group members as needed.

**Action: (Tom Tatham) Find an example of CSR applications to determine whether or not they have Appl IDs as well as other pertinent information.**

CSR employees would like to be able to implement this information in their personal databases.

- Tom also wanted to give the group a heads-up that many applications coming into Grants.gov will be entered via electronic 424 RR forms. This functionality will be released to SBIR-STTR in January. Thor urged the group to pay attention to this issue because they will soon have to determine where this will be stored in IMPAC II and QVR.

## Discussion of Items Recently in Test

### 1. *Application Abstract and Key Personnel Download – Fast Retrieval*

Tom Tatham stated that Center for Scientific Review (CSR) employees are extremely pleased with the rapid speed of the abstract download. He said that this capability has decreased not only error rates, but time taken when retrieving abstracts in preparation of summary statements. The QVR Team has been pre-processing applications that have assigned to the October council. These will be stored as text files. On the QVR Hitlist abstracts containing a plus sign (+) are marked as such because they have already been extracted. The same designation is true for Key Personnel. Thor urged the group to think about any other parts of the application that are useful. He told the group that after three to four council rounds, un-scored applications will no longer have pre-processed, extracted abstracts. Scored applications, however, will have abstracts from the Summary Statements. This only includes competing applications. Because this application is so useful and because of upcoming increases in meetings, there should be a large swell in the volume of its usage.

*Q. Can these abstracts be included in un-scored applications?*

*A. This has been considered, but policy prevents it. For example, Internet Assisted Review (IAR) has IMPAC II-sensitive headings that would not facilitate un-scored applications. This coding, however, is still in process, so it might not be impossible.*

*Q. Does this just affect CSR or does it include other ICs as well?*

*A. Tom stated that only CSR has this capability right now, but provided it does not have any bugs, it will be advertised to the other ICs. He imagines that by the next round, it should be an NIH-wide utility.*

**2. *Change to Competing and Intent to Pay Budget Report***

This change, suggested by the Budget User Group, is currently in production and will eventually help produce pay reports. Thor will release an announcement to this group about these changes.

**Action: (Thor Fjellstedt) Release an announcement to the Budget User Group about the changes to Competing and Intent to Pay Budget Reports.**

**3. *Additional Columns in the Pop Tracking – Missing Data Report***

The Grant Specialist and Grant Officer name will be included on this report. Thor will send an email to Pop Tracking about these additions.

**Action: (Thor Fjellstedt) Send an email to Pop Tracking concerning the additional Grant Specialist and Grant Officer columns on the Missing Data Report.**

**4. *History Search – Basic Download Report***

**5. *New Download Item – Review Meeting Panel Name***

**6. *Link to a Utility that Improves the Formatting of the Key Personnel Extraction***

**ECB/QVR and Related Training Classes**

- 734B Advanced QVR Training, June 1, 1:00PM - 4:00PM, Fernwood Classroom
- 730 Introduction to the QVR System, June 2, 1:00PM - 4:00PM, Fernwood Classroom
- Introduction to the QVR System--Train the Trainer, June 3, 1:00PM - 4:00PM, Fernwood Classroom
- 733 Intermediate QVR Training, June 15, 9:00AM - noon, Fernwood Classroom

**Attendees**

Allison, Heather	Bashir, Karen	Connors, Ann	Fjellstedt, Thor
Floura, Valerie	Frushour, Ken	Gittlen, Jerusha	Hughes, Steve
Ikeda, Rick	Lam, Kimlien	Lee, Samson	Mchale, Carolyn
Mohseni, Ilze	Paugh, Steve	Peng, Lisa	Poma, Shelly
Tatham, Tom	Tiedemann, Don	Woodland, Rayseen	