



eRA Commons Working Group (CWG) Meeting Agenda

Meeting Details:

Friday, May 11, 2018

12:30-2:00 p.m.

Room: **Lobby Level, Congressional A**

Hyatt Regency Washington

400 New Jersey Ave, NW

Washington, DC 20001

[Map and Directions](#)

[Floor Plan](#)

Agenda Items:

1. eRA Commons Update

Since last meeting:

- Institution registration process updated to support OTAs – Other Transactional Authorities
 - No change for institutions that are already registered.
 - For new institutions registering, no DUNS number is required at the time of registration (for those registering to submit OTAs only), but DUNS is still required for award.
 - Institutional Profile updated to summarize eligibility for award opportunities for OTAs, NIH awards, and agency partner awards
 - Provides an option to add a DUNS (after OTA registration, and before award)
- New institution registration step – confirmation of having reviewed the Grants Policy Statement, section 2.3.6 *Legal Implications of Applications*.
 - Only required for new registrations.
- New delegation functionality
 - RPPR delegation now permits delegated person to work on Final and Interim RPPRs
 - Submit delegation now permits delegated person (PI's only) to submit to agency Final and Interim RPPRs
- ORCID ID link added to Personal Profile screen
 - Permits user to access and register for an ORCID ID number
 - Once registered, ORCID ID number will be displayed on Personal Profile form
 - In the future there will be the functionality to share information between eRA and ORCID
- Partnership work
 - New correspondence module for SAMHSA
 - Stores all email exchanges for a specific award as part of the Grant Folder
 - CDC and Grant Solutions
 - External awardees will start to use eRA Commons for research grants only
 - CDC staff will continue to use Grants Solutions for award management
 - Input from group: the fewer systems they need to use the better
 - Related note: Grants.gov Workspace only does validations for NIH and AHRQ applications

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- HSS (Human Subjects System) updates
 - We expect HSS to be released on June 9.
 - Will see changes in RPPR in June 2018
 - Currently 2 video tutorials available
 - [Human Subjects System – Overview](#)
 - [Accessing Human Subjects System for SOs and PIs](#)
 - Question: Did the HSS demo (April 23rd) reach the right people? Seeking as much two way exchange of information. How could such events be improved?
 - Answers:
 - More notice (leeway) of time to get the best people together would be good (min 2 weeks)
 - Provide talking points and questions ahead of time so people have time for to discussion, formulate ideas
- Note to CWGers: Remind your colleagues that you (CWG participants) are good conduits for feedback to NIH. NIH is looking for the widest range of user perspectives

2. Feedback For Proposed New Signing Official Status Search Screen

- New UI (User Interface) in development
 - Opportune time to address UI issues
- Need feedback on what the best features, design should include
 - Looking for people to volunteer to provide insight and feedback
 - Every other Tuesday
 - 1 hour at 1 PM ET
 - Via WebEx
 - Starting in June
 - Must please commit to the process
 - Please contact Scarlett Gibb at Scarlett.Gibb@nih.gov
- Immediate ideas
 - Get rid of all the extra side navigation options, one interface that permits all that functionality
 - Get rid of date range fields
 - Instead of date range:
 - What is coming due
 - What is past due
 - Filter by actions (RPPR, F-RPPR, FFR, etc.)
 - Grant family grouping similar to that of the PI view
 - See handout for current development ideas
 - Send thoughts, comments, suggestions to Scarlett Gibb at Scarlett.Gibb@nih.gov
 - This functionality may lead the ability of hiding unfunded applications from search results.
 - Comment: Please keep Pending / Recent Submissions functionality

3. Notification of unfunded applications

- Working on email notification that an application will not be funded
- Ultimately unfunded applications will be reflected in system

4. Impact of Requiring the Use of xTRACT?

See [NOT-OD-18-133](#)

- Why are people not using xTRACT?
 - Already have “in-house” solution / process
- Use of xTRACT to be required for RPPRs in 2019
- Use of xTRACT to be required for applications in 2020
- Need to know what can be done to make sure this works well with “in-house” solutions
 - Currently a CSV file can be used to upload

- Encourage you to get familiar with xTRACT to help develop the interface and features
- Send thoughts, comments, suggestions to NIHTRAIN@mail.nih.gov and Anastasiya Hardison at Anastasiya.Hardison@nih.gov
- If you have not used, suggest starting with a single table for an RPPR
 - This will allow you to copy the table to a Type 2 application if needed
- Also see Regional Seminar Presentation on xTrain and xTRACT at https://era.nih.gov/about_era/nih_day.cfm

5. Thoughts on NIH potentially requiring ORCID IDs for trainees?

Comments:

- General support for the idea.
 - Many institutions indicated they are pushing ORCID pretty hard in their own institutions and the NIH requirement would help them with their own adoption efforts.
 - Good to get ORCID IDs early in career, so good idea for trainees
 - Support for it for Biosketch and Publication information for young investigators to allow to track their work in a more detailed way
 - Require ORCID in profiles for all (has pros and cons).
 - Note that it is already difficult to get trainees to complete profiles. This would add adds another requirement. In the case of short-term training programs, particularly, if appointments are not completed in a timely fashion, it can be difficult to track down trainees and ensure that they complete all the required appointment information after the fact.
- Question: What is the adoption of scientific roles in Commons that have an ORCID ID?
 - Answer: Hard to determine. When the link first appeared on the Commons Personal Profile screen, several thousand registrations were completed in the first 2 weeks but has not been tracked since
- Future: Link ORCID ID and Commons ID to exchange info
 - Caution: Have to be careful about putting ORCID IDs in reports, etc. Need to ensure correct ID is added. ORCID has a process they like used to ensure correct ID is captured
- Request:
 - Include ORCID and Person IDs in the response to Person Information web service requests.
 - This would allow S2S folks to prepopulate data and reduce burden should ORCID information become part of our data collection.

6. Update on Inquiry About Federated Login for Additional Commons Users/Roles

- Still facing the challenge of permitting administrative roles in Commons to use Federated Login
- High security concerns for the exposure of institutional data / information
- Question: Has Logins.gov been explored?
 - Answer: Not deeply but may face a similar issue with security concerns for non-scientific (administrative roles) in eRA Commons

7. Follow-up On HSCT Forms and Initial FORMS-E Submission Dates

- How did it go? Any unexpected challenges?
 - Not as bad as most people feared
 - Would be helpful to have examples of well written attachments to help set expectations for the kind of information and level of detail needed; hard to get folks to understand more is not always better
 - It is unclear when to provide planned enrollment and to provide cumulative enrollment.

- Having both tables available has added to confusion for some users.
- Especially confusing when an existing dataset is used (need to have cumulative information, but still allows planned data to be entered)
- Provide example for when providing both planned and cumulative is appropriate
 - Concerns over inconsistent instructions between resources
 - Send specific examples to Sheri Cummins at Sheri.Cummins@nih.gov so issue can be investigated
- Suggestion: Turn off transition warnings related to FORMS-E.
- Suggestion: Video tutorial on how to complete human subjects forms would be helpful

8. Web Service To Support the Exchange of HSCT Data/Information

- We need to develop a web service for internal NIH use for ICs to be able to exchange human subject information with eRA. Is that something we should open up for outside use?
 - Very high interest from group
 - Reiterated that it would be a huge win and burden reduction if we could have a service for RPPR data as well

9. Feedback on NIH Validations Implemented by Grants.gov in Workspace

- Currently all Workspace applications still sent on to NIH even if Grants.gov identifies an NIH validation error.
- Question: Assuming we could work out known implementation issues, should we permit Grant.gov to stop NIH applications when grantor-identified errors are detected?
- Response:
 - The group was in favor of pursuing this change and we may want to add it to the next Grants.gov JAD agenda to work through what that might look like. There are two potential approaches (each with pros and cons)
 - Currently the user needs to take an action to run an agency validation. We could ask for Workspace to automatically run the grantor validations prior to submit and prevent submission when errors are identified.
 - If we asked for grants.gov to build the grantor validation check into Grants.gov submitted application processing, it would ensure all applications (regardless of submission method) are treated consistently.

In either case, it would need to be very clear whether the errors preventing submission are Grants.gov or grantor-identified and where to go for resolution. Also, NIH would need visibility to the errors through the Grants.gov grantor interface to do the investigation needed to support system issue claims.

10. Requested Topic from the Group: Desire for one-stop shop for pending reports, with the ability to export the information to Excel

- This would be great
- Better if when exported out in spreadsheet, there was a hyperlink to the detailed status screen
 - Challenge there is security of information, but it can be reviewed by security office for discussion

11. General Discussion/Wrap-up

- Question: With FDP moving to Omni Shoreham Hotel for 2019, will CWG continue to meeting at the same location as FDP?

- Very convenient for participants.
- Answer:
As long as those organizing the meeting can accommodate CWG, Yes.
- Question: Why is there not “approved” or “disapproved” status updates in Prior Approval?
 - Answer:
To date the ICs have not approved of a standard mechanism to make it work.

Contacts/Roles of Key NIH CWG Attendees to add to [CWG website](#):

Megan Columbus

Director of Communications for the NIH Office of Extramural Research (OER) and Program Manager for Electronic Submission of Grant Applications

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Sheri Cummins

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Joe Schumaker

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Next Meeting Details:

Friday, September 7, 2018

12:30-2:00 p.m.

Room: **TBD**

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