

## Session 4: JIT and RPPR

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Ella Trubman, Senior Grant Analyst- HS SPPO

# Agenda

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National Institutes  
of Health

- Just-In-Time
  - Memorandums of Understanding
  - Advanced Spending Requests
- RPPR
  - RPPR Logistics
  - SNAP vs. non-SNAP, Complex and Multi-Project RPPRs
    - Similarities & Differences
    - RPPR Structure
  - RPPR Demo
  - Summary/Points to Remember

# Just-In-Time

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The Just-In-Time (JIT) feature in the eRA Commons is used by the NIH to request additional information after the proposal has been submitted to the agency. The JIT request happens after initial review if the proposal's score falls within the potential fundable range for the IC (Institute/Center) – a JIT request or submission does not guarantee funding



# When do we submit JIT materials?

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## JIT E-mail Received

- This is typically an auto-generated e-mail from NIH.
- HS SPPO does not submit when the JIT button is illuminated.



## E-mail from GMS or PO Received

- These requests request more detailed information or specific materials needed for the applicable grant.

Although JIT doesn't have a set due date unless expressly stated in the email request from NIH, typically JIT materials are submitted within 2 weeks (10 business days) from the e-mail receipt date.

# What materials are required for JIT submission?

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## Other Support Documents

- Required for **ALL** key personnel listed on proposal\*

## IACUC Approval Date

- IF the application involves animal subjects

## IRB Approval Date

- IF the application involves human subjects

## Human Subjects Education Information

- Required for key personnel involved with human subjects

# Other Support

Includes 3 sub-headings



Active Support



Pending Support



Overlap

For each Active & Pending grant, the following is required:



Project Number



Funding Source



Major Goals



Dates of Approved/Proposed Project



Annual Direct Costs

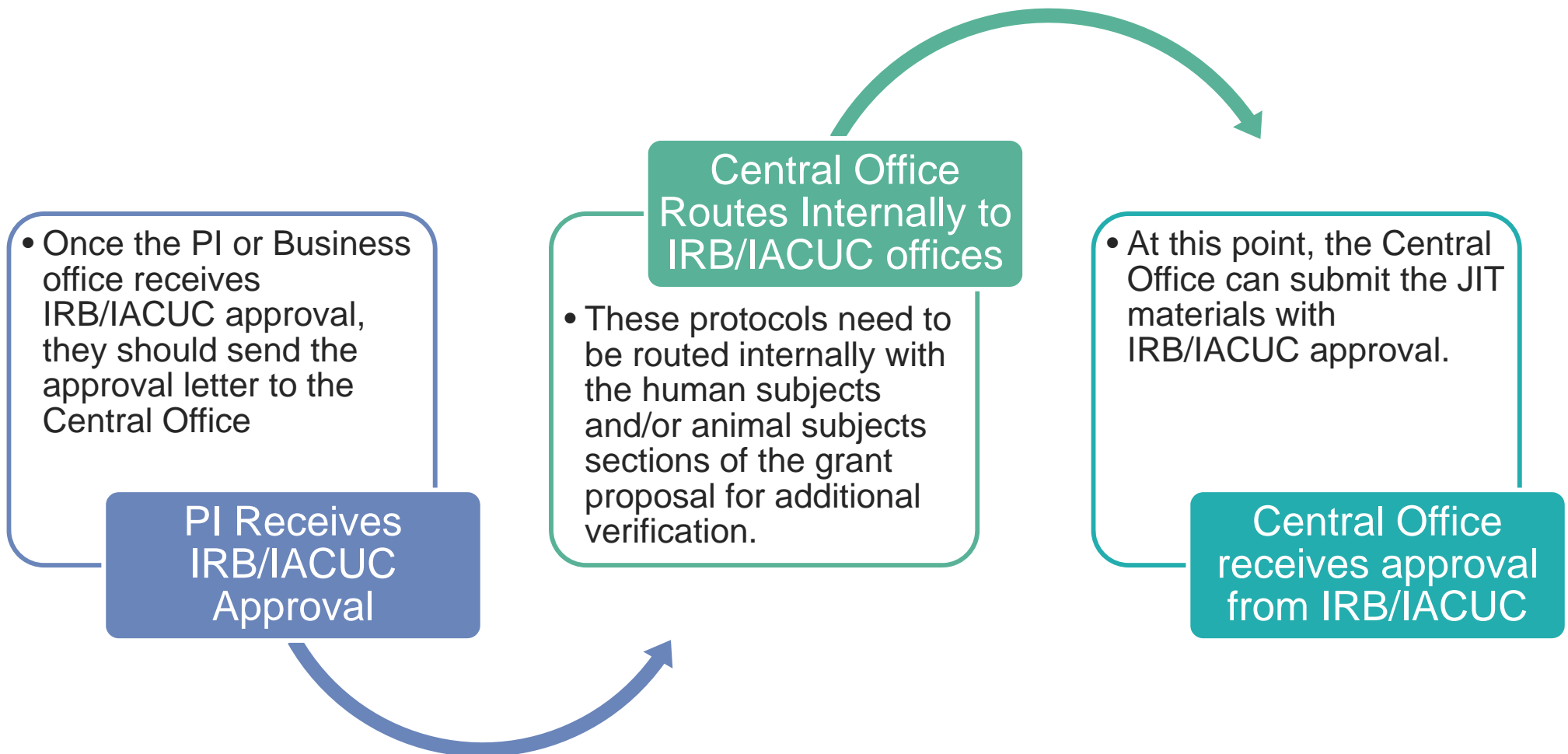


Effort (in person months)

Must include effort from all funding sources, including VMRF funded research, except private non-profit and clinical trials

# IACUC & IRB

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# Memorandum of Understanding (MOU)

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NIH Policy requires that an MOU be kept on file for faculty with joint UC/VA appointments who are paid on grants.

The MOU states the distribution of the individual's time between the VA, VMRF and UCSD

Intent is to demonstrate that NIH is not duplicating salary already paid by the VA/VMRF

NIH will frequently ask for MOUs during the JIT phase

If NIH asks for an MOU, send the Other Support documents to Arpa Orojian at the HS SPPO office to begin the process.

[arpa@ucsd.edu](mailto:arpa@ucsd.edu)



# Advance Approval Requests

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A request for Advance Spending typically applies to federal grants and cooperative agreements

An Advance Spending Request allows the University the ability to establish a fund prior to receipt of award documents and incur costs up to 90 days in advance of the start date of an award

Advance Spending Requests help alleviate cost transfers on federal funds and avoid potential misallocation of funds

Pre-award spending is contingent upon many factors

For additional information please visit the OCGA website at [http://blink.ucsd.edu/sponsor/ocga/advance\\_spending.html](http://blink.ucsd.edu/sponsor/ocga/advance_spending.html)

# Research Performance Progress Report (RPPR): Background

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- As part of the Research Business Model's Subcommittee effort, OMB issued a directive in April of 2010 to agencies re: implementation of the RPPR
- OMB RPPR Final Format
  - Standardizes information required by federal agencies
  - Reduces administrative burdens
  - Reduces costs
  - Eases comparison of outcomes across agencies



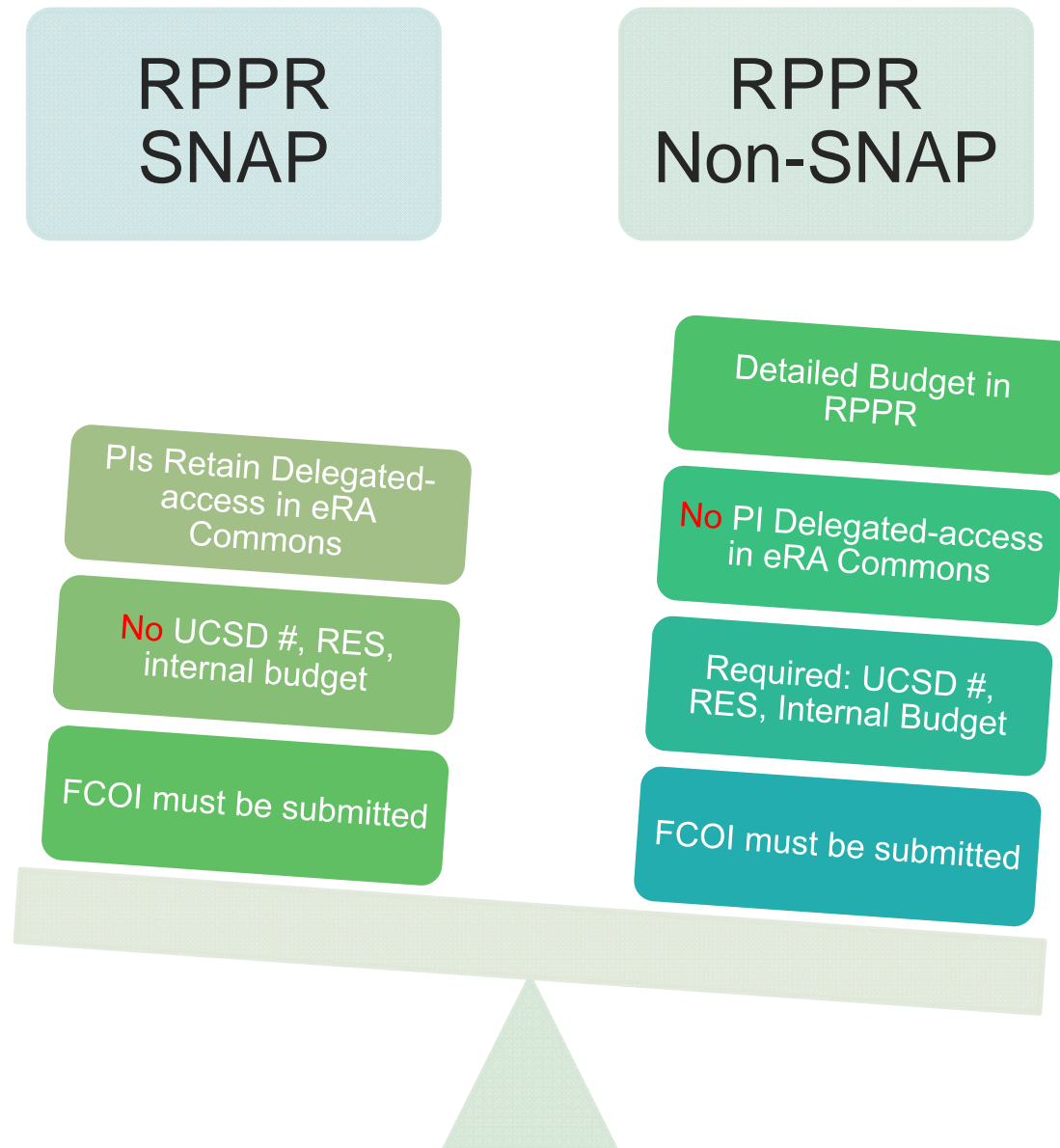
# NIH RPPR Implementation

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- As of October 17, 2014, NIH now requires grantees to submit all type 5 progress reports using the RPPR module in eRA Commons, including non-SNAP and multi-project progress reports.
- The use of PHS 2590 forms for annual non-competing continuation progress reports is no longer accepted

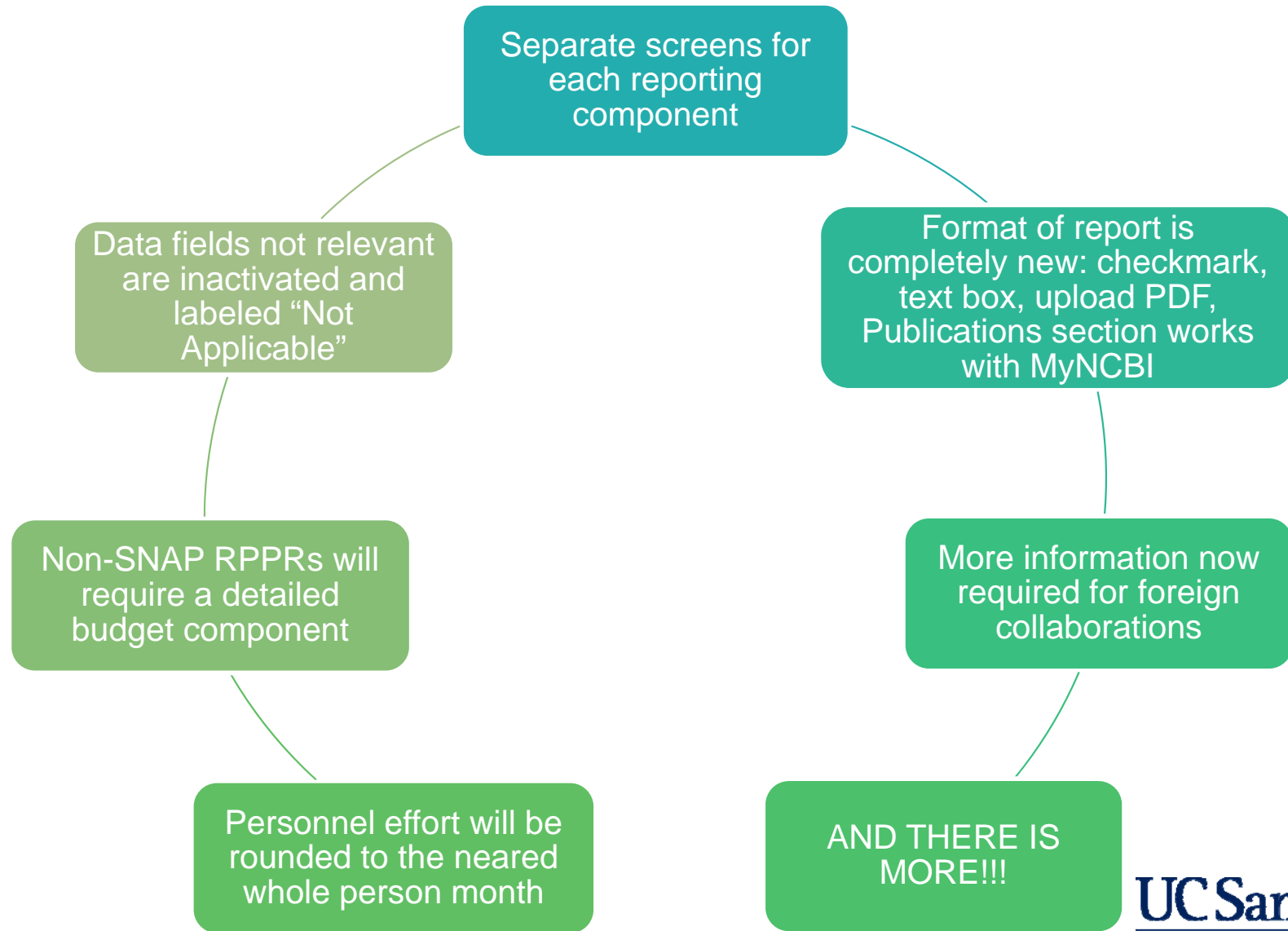


# RPPR SNAP vs. Non-SNAP Awards @ UCSD



# RPPR: Overall Specifics

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# RPPR: Differences in Scientific Reporting

Requested  
2 page  
total max!!!

## eSNAP

Specific Aims

Studies & Results

Significance

Plans

Publications

Project-Generated Resources

## RPPR

Accomplishments

- Major goals of the project
- Have these goals changed
- Goals accomplishments
- Administrative/Competitive Supplement report required
- Opportunities for training and development applicable
- Results Dissemination
- Plans for next reporting period

Products

Varies from 1 to  
3 pages per  
sub-component!

# RPPR Walk-Through



Home Admin Institution Profile Personal Profile Status **RPPR** xTrain Admin Support  
Grant List PD/PI Assurance Report

Manage RPPR ?



<b>Grant Number:</b>	Type	Activity	IC Code	Serial Number	Support Yr
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>PD/PI Last Name:</b>	<input type="text"/>				
<b>Current Reviewer Last Name:</b>	<input type="text"/>				
<b>Status:</b>	All <input type="button" value="v"/>				



# RPPR: Getting Started

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## Manage RPPR

Select Grant Number link to manage the RPPR:

Grant Applications				
One record found.				
Grant Number	PD/PI Name	Project Title	Due Date	Status
<a href="#">5K23HD123456-03</a>	Jefferson, Thomas	A New Model for the Delivery of Well-Child Care	05/15/2012	Not Started

# RPPR: Initiate Step

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## RPPR Menu

<b>Grant Number:</b>	5K23HD123456-03
<b>Institution:</b>	PRESIDENTIAL UNIVERSITY
<b>PD/PI Name:</b>	Jefferson, Thomas
<b>Project Title:</b>	A New Model for the Delivery of Well-Child Care
<b>Due Date:</b>	05/15/2012
<b>Current Reviewer:</b>	
<b>Status:</b>	Not Started

[Initiate](#) [Edit](#) [Check for Errors](#) [View](#) [View Routing History](#)

# The RPPR Initiated. Now Edit!

## RPPR Menu

Application Information	
Grant Number:	5K23HD123456-03
Institution:	PRESIDENTIAL UNIVERSITY
PD/PI Name:	Jefferson, Thomas
Project Title:	A New Model for the Delivery of Well-Child Care
Due Date:	05/15/2012
Current Reviewer:	
Status:	Not Started

[Edit](#) [Check for Errors](#) [View](#) [View Routing History](#) [Route](#) [Recall](#) [Submit](#) [Cancel](#)

# Complex & Multi-Project RPPR

## RPPR Menu ?

**Application Information**

Grant Number:  
Institution: UNIVERSITY OF CALIFORNIA SAN DIEGO  
PD/PI Name:  
Project Title:  
Due Date:  
Current Reviewer:  
Status: Not Started

Example of a Multiple-Project RPPR that has NOT been started

View View Routing History Route Recall Submit Cancel

Does the project have components?  Yes  No ?

If you answer no, then you will only have the overall component. No other components will be added.

ID	Project Title	Program Director(PD)/ Principal Investigator(PI) Name	Actions
Overall			

- Note: Only the Overall Component is created by the system when the RPPR has not yet been started; none of the components have been entered in yet for this RPPR. They will need to be included by the grantee.

# Complex & Multi-Project RPPR

Application Information	
Grant Number:	
Institution:	UNIVERSITY OF CALIFORNIA SAN DIEGO
PD/PI Name:	
Project Title:	
Due Date:	02/01/2015
Current Reviewer:	
Status:	PD/PI Work in Progress

Example of a Multiple-Project RPPR that HAS BEEN started

View View Routing History Route Recall Submit Cancel

If yes, then you can start to add the applicable components that do not automatically appear after you state yes.

Does the project have components?  Yes  No ?

ID	Project Title	Program Director(PD)/ Principal Investigator(PI) Name	Actions
Overall			<a href="#">Check for Errors</a>

The various Projects and Cores are broken out here

13 items found, displaying all items.

Component ID	Component Type	Component Project Title	Actions
Project-7654	Project	Project 1: Effects of Superfund Toxicants on Liver Cancer Progenitor Cells	<a href="#">Check for Errors</a>
Project-7656	Project	Project 2: Comparative and Functional Genomics Analysis of Superfund Toxicants	<a href="#">Check for Errors</a>
Project-7657	Project	Project 3: Toxigenomic Analysis of Nuclear Xenobiotic Receptors	<a href="#">Check for Errors</a>
Project-7658	Project	Project 4: Antioxidant protection by bilirubin in arsenic induced toxicity and disease	<a href="#">Check for Errors</a>
Project-7659	Project	Project 5: Effect of Underlying Liver Diseases on Fibrosis induced by Superfund Toxicants	<a href="#">Check for Errors</a>
Project-7660	Project	Project 7: Molecular Mechanisms of Heavy Metal Detoxification and Accumulation in Plants	<a href="#">Check for Errors</a>
Project-7661	Project	Project 8: Field Portable Fluorescent Sensing Methods for Detecting Superfund Pollutants	<a href="#">Check for Errors</a>
Admin Core-7664	Admin Core	Administrative Core	<a href="#">Check for Errors</a>
Core-7665	Core	Research Translation Core: Translating Research to Detect and Bioremediate Superfund Toxicants	<a href="#">Check for Errors</a>
Core-7666	Core	Core A: Mouse Molecular Genetics	<a href="#">Check for Errors</a>
Core-7667	Core	Core B: Multiscale Imaging and Proteomics Core	<a href="#">Check for Errors</a>
Core-7668	Core	Community Engagement Core: Community-University Partnerships for Environmental Public Health	<a href="#">Check for Errors</a>

# RPPR Structure

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A. Cover Page

B.  
Accomplishments

C. Products

D. Participants

E. Impact

F. Changes

G. Special  
Reporting  
Requirements

H. Budget  
(*non-SNAP  
awards*)

# RPPR PDF Bookmarks

For Complex and Multi-Project RPPRs

As with ASSIST, the system will automatically create the composite budget summary pages and calculate the total costs for you.

Component sections have been streamlined and will not show all data that is only on the overall summary component.

- 📖 A. OVERALL COVER PAGE
- 📖 B. OVERALL ACCOMPLISHMENTS
- 📖 C. OVERALL PRODUCTS
- 📖 D. OVERALL PARTICIPANTS
- 📖 E. OVERALL IMPACT
- 📖 F. OVERALL CHANGES
- 📖 G. OVERALL SPECIAL REPORTING REQUIREMENTS
- 📖 H. Budget
  - 📖 Composite Application Budget Summary
  - 📖 Component Budget Summary
  - 📖 Categories Budget Summary
- 📖 RPPR - Project-7654
  - 📖 A. COMPONENT COVER PAGE
  - 📖 B. COMPONENT ACCOMPLISHMENTS
  - 📖 C. COMPONENT PRODUCTS
  - 📖 D. COMPONENT PARTICIPANTS
  - 📖 E. COMPONENT IMPACT
  - 📖 F. COMPONENT CHANGES
  - 📖 G. COMPONENT SPECIAL REPORTING REQUIREMENTS
  - 📖 H. COMPONENT Budget
    - 📖 R&R Budget
- 📖 RPPR - Project-7656
  - 📖 A. COMPONENT COVER PAGE
  - 📖 B. COMPONENT ACCOMPLISHMENTS
  - 📖 C. COMPONENT PRODUCTS
  - 📖 D. COMPONENT PARTICIPANTS
  - 📖 E. COMPONENT IMPACT



# A. Cover Page

**NO  
AUTO-SAVE!!!**

## A. Cover Page ?

The information has been updated successfully.

### Grant Information

**Grant Number:** 5R01HG900512-03  
**Project Title:** Heart Research to Sample Northern Area Pumpkins

### A.1 Program Director/Principal Investigator (PD/PI) Information ?

**Name:** COOK, RACHEL  
**E-mail:** racook@ucsd.edu  
**Phone:** 301-555-1212

Is there a change of contact PD/PI on a multiple-PI award?  N/A  Yes  No

If yes, provide the eRA Commons ID of the new contact PD/PI  ?

### A.4 Recipient Organization Information

**Organization Name:** UNIVERISTY OF CALIFORNIA, SAN DIEGO  
**Address:** SOME ORGANIZATION  
SOME CITY MD 12345

**DUNS:** DEMO00431  
**EIN:** 123456789012  
**Recipient ID: ?**



### Project/Grant Period

**Start Date:** 02/01/2013 **End Date:** 02/01/2014

# A. Cover Page

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## A.2 Signing Official Information

Name: COOK, RACHEL ▼ 

E-mail: racook@ucsd.edu

Phone: 301-555-1212

Start Date: 02/02/2012

Start Date: 02/01/2013

Report Frequency: Annual ▼

## A.3 Administrative Official Information

Name: COOK, RACHEL ▼ 

E-mail: racook@ucsd.edu

Phone: 301-555-1212

Save

Cancel

[A Cover Page](#) | [B Accomplishments](#) | [C Products](#) | [D Participants](#) | [E Impact](#) | [F Changes](#) | [G Special Reporting Req](#) | [H Budget](#)

# B. Accomplishments


## B. Accomplishments

Save Cancel

### B.1 What are the major goals of the project?

List the major goals of the project as stated in the approved application or as approved by the agency. If the application lists milestones/target dates for important activities or phases of the project, identify these dates and show actual completion dates or the percentage of completion.

Generally, the goals will not change from one reporting period to the next. However, if the awarding agency approved changes to the goals during the reporting period, list the revised goals and objectives. Also explain any significant changes in approach or methods from the agency approved application or plan.

 "Goals" are equivalent to "specific aims." Significant changes in objectives and scope require prior approval of the agency (e.g., NIH Grants Policy Statement, 8.1.2).


List the major goals below (NIH recommended length is up to 1 page. Limit is 8000 characters or approximately 3 pages.)


Total remaining allowed limit is **8000** characters.

 **B.1.a Have the major goals changed since the initial competing award or previous report?**  Yes  No

### B.2 What was accomplished under these goals?

For this reporting period describe: 1) major activities; 2) specific objectives; 3) significant results, including major findings, developments, or conclusions (both positive and negative); and 4) key outcomes or other achievements. Include a discussion of stated goals not met. As the project progresses, the emphasis in reporting in this section should shift from reporting activities to reporting accomplishments.

 "Goals" are equivalent to "specific aims." In the response, emphasize the significance of the findings to the scientific field.

 Response should not exceed 2 pages.

Upload Attachment×

Select PDF attachment to upload

Browse

<|||>

UploadCancel

Upload accomplishments  Add Attachment Delete Attachment View Attachment

# B. Accomplishments

## **B.3 Competitive Revisions/Administrative Supplements**

For this reporting period, is there one or more Revision/Supplement associated with this award for which reporting is required?  Yes  No

If yes, identify the Revision(s)/Supplement(s) by grant number (e.g., 3R01CA098765-01S1) or title and describe the specific aims and accomplishments for each Revision/Supplement funded during this reporting period. Include any supplements to promote diversity or re-entry, or other similar supplements to support addition of an individual or a discrete project.

Revision/Supplement #

or Revision/Supplement Title

Total remaining allowed limit is 255 characters.

Describe the specific aims for this Revision/Supplement below (Limit is 700 characters or approximately 1/4 of a page.)

Total remaining allowed limit is 700 characters.

Describe the accomplishments for this Revision/Supplement below (Limit is 700 characters or approximately 1/4 of a page.)

Total remaining allowed limit is 700 characters.

Add/New

Clear

No items found.

Revision/Supplement #	Revision/Supplement Title	Specific Aims	Accomplishments	Action
-----------------------	---------------------------	---------------	-----------------	--------


Nothing found to display.

# B. Accomplishments

## B.4 What opportunities for training and professional development has the project provided?

If the research is not intended to provide training and professional development opportunities or there is nothing significant to report during this reporting period, state "Nothing to Report."

Describe opportunities for training and professional development provided to anyone who worked on the project or anyone who was involved in the activities supported by the project. "Training" activities are those in which individuals with advanced professional skills and experience assist others in attaining greater proficiency. Training activities may include, for example, courses or one-on-one work with a mentor. "Professional development" activities result in increased knowledge or skill in one's area of expertise and may include workshops, conferences, seminars, study groups, and individual study. Include participation in conferences, workshops, and seminars not listed under major activities.

 For T, F, K, R25, R13, D43 and other awards or award components designed to provide training and professional development opportunities, a response is required. Do not reiterate what is reported under Accomplishments. Limit the response to this reporting period.

Nothing to Report

or upload description


Add Attachment

Delete Attachment

View Attachment

## B.5 How have the results been disseminated to communities of interest?

Describe how the results have been disseminated to communities of interest. Include any outreach activities that have been undertaken to reach members of communities who are not usually aware of these research activities, for the purpose of enhancing public understanding and increasing interest in learning and careers in science, technology, and the humanities.

 Reporting the routine dissemination of information (e.g., websites, press releases) is not required. For awards not designed to disseminate information to the public or conduct similar outreach activities, a response is not required and the grantee should select "Nothing to Report". A detailed response is only required for awards or award components that are designed to disseminate information to the public or conduct similar outreach activities. Note that scientific publications and the sharing of research sources will be reported under Products.

Nothing to Report

or enter response below (NIH recommended length is up to 1 page. Limit is 8000 characters or approximately 3 pages.)

Total remaining allowed limit is **8000** characters.

# B. Accomplishments

## B.6 What do you plan to do during the next reporting period to accomplish the goals?

Describe briefly what you plan to do during the next reporting period to accomplish the goals and objectives.

- Remember that significant changes in objectives and scope require prior approval of the agency (e.g., NIH Grants Policy Statement, 8.1.2).
- Include any important modifications to the original plans. Provide a scientific justification for any changes involving research with human subjects or vertebrate animals. A detailed description of such changes must be provided under Changes.

**Enter response below** (NIH recommended length is up to 1 page. Limit is 8000 characters or approximately 3 pages.)

Total remaining allowed limit is **8000** characters.

Save

Cancel

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# C. Products

## C. Products


NIH Manuscript Submission System Status: Available

### C.1 Publications

**Are there publications or manuscripts accepted for publication in a journal or other publication (e.g., book, one-time publication, monograph) during the reporting period resulting directly from this award?**  Yes  No

### C.2 Website(s) or other Internet site(s)

List the URL for any Internet site(s) that disseminates the results of the research activities. A short description of each site should be provided. It is not necessary to include the publications already specified above.

 For awards not designed to create or maintain one or more websites select "Nothing to Report". A description is only required for awards designed to create or maintain one or more websites. Limit the response to this reporting period.

**Nothing to Report**

**or list URL(s) for Internet site(s) and provide description(s) below** (NIH recommended length is up to 1 page. Limit is 8000 characters or approximately 3 pages.)

Total remaining allowed limit is **8000** characters.



# C. Products

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## C.3 Technologies or techniques

Identify technologies or techniques that have resulted from the research activities. Describe the technologies or techniques and how they are being shared.

Limit the response to this reporting period.

Nothing to Report

or identify and describe technologies or techniques below (NIH recommended length is up to 1 page. Limit is 8000 characters or approximately 3 pages.)

Total remaining allowed limit is 8000 characters.

## C.4 Inventions, patent applications, and/or licenses

Have inventions, patent applications and/or licenses resulted from the award during this reporting period?  Yes  No

If yes, has this information been previously provided to the PHS or to the official responsible for patent matters at the grantee organization?  Yes  No

Reporting of inventions through [Edison](#) is strongly encouraged.

# C: Products

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## **C.5 Other products and resource sharing**

### **C.5.a Other Products**

Identify any other significant products that were developed under this project.

 Describe the product and how it is available to be shared with the research community. Do not repeat information provided above. Limit the response to this reporting period.

Examples of other products are: audio or video products; data and research material (e.g., cell lines, DNA probes, animal models); databases; educational aids or curricula; instruments or equipment; models; protocols; and software or netware.

Nothing to Report

or upload Response

Add Attachment

Delete Attachment

View Attachment

### **C.5.b Resource sharing**

If the initial research plan addressed, or the terms of award require, a formal plan for sharing final research data, model organisms, Genome Wide Association Studies data, or other such project-specific data, describe the progress in implementing that plan. For sharing model organisms, include information on the number of requests received and number of requests fulfilled during this reporting period. If the sharing plan is fully implemented, provide a final statement on data sharing.

Nothing to Report

or upload Response

Add Attachment

Delete Attachment

View Attachment

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Save

Cancel

[Cover Page](#) | [Accomplishments](#) | [Products](#) | [Participants](#) | [Impact](#) | [Changes](#) | [Special Reporting Req](#) | [Budget](#)

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# D. Participants

## D.1 What individuals have worked on the project?

Provide OR UPDATE the following information FOR: (1) program director(s)/principal investigator(s) (PDs/Pis); AND (2) EACH person who has worked AT LEAST one person MONTH per YEAR ON the project during the reporting period, regardless OF the source OF compensation (a person MONTH equals approximately 160 hours OR 8.3% OF annualized effort).

Provide the name AND identify the ROLE the person played IN the project. Indicate the nearest whole person MONTH (Calendar, Academic, Summer) that the individual worked ON the project. Show the most senior ROLE IN which the person has worked ON the project FOR ANY significant LENGTH OF TIME. FOR example, IF an undergraduate student graduates, enters graduate school, AND continues TO WORK ON the project, show that person AS a graduate student.

### Instructions

- An individual's Commons user ID may be used to partially populate his or her information.
- A Commons ID is required for all individuals with a postdoctoral role.
- Individuals with a [postdoctoral-like role](#) should be identified as "Postdoctoral (scholar, fellow, or other postdoctoral position)."
- Do not include Other Significant Contributors who are not committing any specified measurable effort to this project.
- Do not report personnel for whom a PHS 2271 Appointment form has been submitted through xTRAIN.
- Required fields are marked with an \*.

### eRA Commons User ID ?

Populate from Profile

### \*First Name

Frank

### Middle Name

### \*Last Name

Tudor

### \*Senior/Key Personnel? ?

Yes  No

### Last 4 digits of Social Security Number

XXX - XX -

### DoB (MM/YYYY)

### Degree(s)

MD

### \*Project Role

Co-Investigator

### Supplement Support (SS) ?

Not Applicable

Calendar

### \*Person Months ?

Academic

Summer

Other (Project Role)

### \*Is the individual's primary affiliation with a foreign organization? Yes No

Check "no" if the individual's primary affiliation is with a foreign organization but the individual is working on this award solely while in the U.S.

If yes, provide the name of the organization and country

### Organization Name

Oxford

### Country

UNITED KINGDOM

Add/New Clear

### List of Participants

Commons ID	S/K	Name	SSN	DOB	Degree(s)	Role	Person Months			Foreign Affiliation		SS	Action
							Cal	Aca	Sum	Org	Country		
RACOOK9	Y	Cook, Rachel			PHD	PD/PI	0	0	0			Not Applicable	<a href="#">Edit</a>

Remember to round up or down to nearest whole number!

# D. Participants

Former  
SNAP Question

## D.2 Personnel Updates

### D.2.a Level of Effort

Will there be, in the next budget period, either (1) a reduction of 25% or more in the level of effort from what was approved by the agency for the PD/PI(s) or other senior/key personnel designated in the Notice of Award, or (2) a reduction in the level of effort below the minimum amount of effort required by the Notice of Award?

Yes  No

Reductions are cumulative, i.e., the 25% threshold may be reached by two or more successive reductions that total 25% or more. Once agency approval has been given for a significant change in the level of effort, then all subsequent reductions are measured against the approved adjusted level. Selecting "yes" constitutes a prior approval request to the agency and the issuance of a subsequent year of funding constitutes agency approval of the request.

If yes, provide an explanation below (Limit is 700 characters or approximately 1/4 of a page.)

Total remaining allowed limit is **700** characters.

### D.2.b New Senior/Key Personnel

Are there, or will there be, new senior/key personnel?  Yes  No

Senior/key personnel are those identified by the grantee institution as individuals who contribute in a substantive measurable way to the scientific development or execution of the project, whether or not salaries are requested. Typically these individuals have doctoral or other professional degrees, although individuals at the masters or baccalaureate level may be considered senior/key personnel if their involvement meets this definition. Consultants may be considered senior/key personnel if they meet this definition. "Zero percent" effort or "as needed" is not an acceptable level of involvement for senior/key personnel.

If yes, upload biosketches and other support for all new senior/key personnel ?

Add Attachment

Delete Attachment

View Attachment

### D.2.c Changes in Other Support ?

Has there been a change in the active other support of senior/key personnel since the last reporting period?  Yes  No

If yes, upload active other support for senior/key personnel whose support has changed and indicate what the change has been

Add Attachment

Delete Attachment

View Attachment

Former  
SNAP Question

# D. Participants

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## D.2.d New Other Significant Contributors

Are there, or will there be, new other significant contributors?  Yes  No

Other significant contributors are individuals who have committed to contribute to the scientific development or execution of the project, but are not committing any specified measurable effort (i.e., person months) to the project.

If yes, upload biosketches for all new other significant contributors

## D.2.e Multi-PI (MPI) Leadership Plan

Will there be a change in the MPI Leadership Plan for the next budget period?  N/A  Yes  No

Change in status of PD/PI requires prior approval of the agency (e.g., NIH Grants Policy Statement, 8.1.2.6).

If yes, upload a revised MPI Leadership Plan that includes a description of the change(s)

[A Cover Page](#) | [B Accomplishments](#) | [C Products](#) | [D Participants](#) | [E Impact](#) | [F Changes](#) | [G Special Reporting Req](#) | [H Budget](#)

# E. Impact

## E.1 Not Applicable

## E.2 What is the impact on physical, institutional, or information resources that form infrastructure?

Describe ways, if any, in which the project made an impact, or is likely to make an impact, on physical, institutional, and information resources that form infrastructure, including:

- physical resources (such as facilities, laboratories, or instruments);
- institutional resources (such as establishment or sustenance of societies or organizations); or
- information resources, electronic means for accessing such resources or for scientific communication, or the like.

 If the award or award component(s) is not intended to support physical, institutional, or information resources that form infrastructure, select "Nothing to Report".

**Nothing to Report**

or describe impact on physical, institutional, or information resources below (NIH recommended length is up to 1 page. Limit is 8000 characters or approximately 3 pages.)


**NOTHING TO REPORT**

Total remaining allowed limit is **7983** characters.

# E. Impact

## E.3 Not Applicable

### E.4 What dollar amount of the award's budget is being spent in foreign country(ies)? [?](#)

 For domestic awardees provide the dollar amount obligated to first-tier subawards to foreign entities for this reporting period. For foreign awardees provide the dollar amount of the award, excluding all first-tier subawards to U.S. entities, for this reporting period. Dollars provided should reflect total costs.

If more than one foreign country, identify the distribution between the foreign countries.

Nothing to Report(zero dollars)

or provide the following for each foreign country: Dollar Amount  Country

Amount of Award Spent in Foreign Countries		
Dollar Amount	Country	Action
100000	UNITED KINGDOM	<a href="#">Edit</a> <a href="#">Delete</a>

# F. Changes

## F. Changes

Save

Cancel

### F.1 Not Applicable

### F.2 Actual or anticipated challenges or delays and actions or plans to resolve them

Describe challenges or delays encountered during the reporting period and actions or plans to resolve them.

Describe only significant challenges that may impede the research (e.g., accrual of patients, hiring of personnel, need for resources or research tools) and emphasize their resolution.

Nothing to Report

or describe challenges or delays and plans to resolve them below (NIH recommended length is up to 1 page. Limit is 8000 characters or approximately 3 pages.)

Total remaining allowed limit is **8000** characters.



# F. Changes

## **F.3 Significant changes to Human Subjects, Vertebrate Animals, Biohazards, and/or Select Agents**

Describe significant deviations, unexpected outcomes, or changes in approved protocols for human subjects, vertebrate animals, biohazards, and/or select agents during this reporting period.

Remember that significant changes in objectives and scope require prior approval of the agency (e.g., NIH Grants Policy Statement, 8.1.2.). If there are changes in any of the following areas check the appropriate box and provide a description of the changes.

### **F.3.a Human Subjects**

If human subject protocols are or will be different from the previous submission, include a description and explanation of how the protocols differ and provide a new or revised Protection of Human Subjects Section as described in the competing application instructions.

**No Change**

or upload description of change

Add Attachment

Delete Attachment

View Attachment

### **F.3.b Vertebrate Animals**

If there are or will be significant changes to the uses of vertebrate animals from the previous submission, provide a description of the changes. Examples of changes considered to be significant include, but are not limited to, changing animal species, changing from noninvasive to invasive procedures, new project/performance site(s) where animals will be used, etc. If studies involving live vertebrate animals are planned and were not part of the originally proposed research design, provide a new or revised Vertebrate Animal Section as described in the competing application instructions.

**No Change**

or upload description of change

Add Attachment

Delete Attachment

View Attachment

# F. Changes

---

## F.3.c Biohazards

If the use of biohazards is or will be different from the previous submission, provide a description and explanation of the difference(s).

No Change

or upload description of change

Add Attachment

Delete Attachment

View Attachment

## F.3.d Select Agents

If the possession, use, or transfer of Select Agents is or will be different from that proposed in the previous submission, including any change in the select agent research location and/or the required level of biocontainment, provide a description and explanation of the differences. If the use of Select Agents was proposed in the previous submission but has not been approved by regulatory authorities, provide an explanation. If studies involving Select Agents are planned and were not part of the originally proposed research design, provide a description of the proposed use, possession, transfer, and research location as described in the competing application instructions.

U.S. Select Agent Registry information: <http://www.selectagents.gov/Select%20Agents%20and%20Toxins.html>

No Change

or upload description of change

Add Attachment

Delete Attachment

View Attachment

# G. Special Reporting Requirements

## G. Special Reporting Requirements ?

Save

Cancel

### G.1 Special Notice of Award Terms and Funding Opportunity Announcement Reporting Requirements

Address any special reporting requirements specified in the award terms and conditions in the [Notice of Award \(NoA\)](#) or Funding Opportunity Announcement (FOA).

Nothing to Report

or upload file(s)

G.2 Not Applicable

G.3 Not Applicable

### G.4 Human Subjects

G.4.a Does the project involve human subjects? ?

Yes  No

Is the research exempt from Federal regulations? ?

Yes  No

If yes, check appropriate exemption number(s).

E1  E2  E3  E4  E5  E6

Does this project involve a clinical trial? ?

Yes  No

If yes, is this an NIH-defined Phase III Clinical Trial? ?

Yes  No

# G. Special Reporting Requirements

## G.4.b Inclusion Enrollment Data ?

Please review the box below to determine if this project meets the definition of clinical research and requires the reporting of cumulative enrollment of subjects and the distribution of sex/gender, ethnicity and race. [Click here](#) for complete instructions about this requirement. Please contact the NIH Program Official Adam Smith at [eRADemo@mail.nih.gov](mailto:eRADemo@mail.nih.gov) with any questions.

### Inclusion Enrollment

Please click the "Save" button at the bottom of the page before proceeding to the Inclusion Enrollment Reports. Otherwise, any entered data will be lost.

Inclusion Enrollment Report is required for the following study(ies):

[Research on the Heart and Other Stuff- Study 001](#)

[Research on the Heart and Other Stuff- Study 002](#)

**See Inclusion Enrollment slide for example!**

## G.4.c ClinicalTrials.gov ?

Does this project include one or more applicable clinical trials that must be registered in ClinicalTrials.gov under FDAAA?

Yes  No

If yes, provide the ClinicalTrials.gov identifier, NCT number (e.g., NCT00654321) for those trials.

Add/New

Clear

# G. Special Reporting Requirements

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## **G.5 Human Subjects Education Requirement**

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Are there personnel on this project who are or will be newly involved in the design or conduct of human subjects research?

Yes  No

If yes, provide the following in the text box below (Limit is 1300 characters or approximately 1/2 of a page.)

- names of individuals,
- title of the education program completed by each individual, and
- a one sentence description of the program

Total remaining allowed limit is **1300** characters.

# G. Special Reporting Requirements

## 4/98 Inclusion Enrollment Report Table ?

Principal Investigator / Program Director Name: Cook, Rachel

Grant Number: 5R01AT901499-03  
 NIH Study Title: Program Project for Cancer Research- Study 001  
 NIH Protocol Number: R01AT901499 Study 1

### Optional Institution Information

Study Title:   
 Protocol Number:

This study does not involve enrollment from foreign population.

**Total Enrollment: 183**

### Comment for NIH ?

### Enrollment Table

Ethnic Category	American Indian or Alaskan Native	Asian or Pacific Islander	Black, not of Hispanic Origin	Hispanic	White, not of Hispanic Origin	Other or Unknown	Total
Females	33	0	20	0	0	0	53
Males	80	0	50	0	0	0	130
Unknown	0	0	0	0	0	0	0
<b>Total</b>	<b>113</b>	<b>0</b>	<b>70</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>183</b>

Save    Reset    Cancel

# G. Special Reporting Requirements

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## G.6 Human Embryonic Stem Cells (hESCs)

Does this project involve human embryonic stem cells?  Yes  No

Only hESC lines listed as approved in the NIH [Registry](#) may be used in NIH funded research.

If yes, identify the hESC Registration number(s) from the NIH Registry

If there is a change in the use of hESCs provide an explanation below (Limit is 700 characters or approximately 1/4 of a page.)

Total remaining allowed limit is **700** characters.

## G.7 Vertebrate Animals

Does the project involve vertebrate animals?  Yes  No

# G. Special Reporting Requirements

## G.8 Project/Performance Sites

If there are changes to the project/performance site(s) displayed below, edit as appropriate. ?

\*Required field(s)

\*Organization Name

\*DUNS or DUNS+4

\*Address 1

Address 2

\*City

\*State

Province

County

\*Country

\*Zip Code

\* [Congressional District](#)

(e.g. MD-08 for Maryland, 8th District)

\*Is this the primary Project/Performance Site?  Yes  No

Add/New

Clear

### Project/Performance Sites

Organization Names	DUNS	Congressional District	Address	Action
Primary:Univeristy of California, San Diego	DEMO00431		SOME ORGANIZATION, SOME CITY MD, 12345,UNITED STATES	<a href="#">Edit</a> <a href="#">Delete</a>



# G. Special Reporting Requirements

## G.9 Foreign Component

No foreign component

or provide the organization name, country, and description of each foreign component

Organization Name  Country

Description of Foreign Component (Limit is 700 characters or approximately 1/4 of a page.)

Total remaining allowed limit is 700 characters.

### Foreign Component

Description	Organization	Country	Action
Significant contribution to the discovery something super rad with regards to goals 1 and 4.	Oxford	UNITED KINGDOM	<a href="#">Edit</a> <a href="#">Delete</a>

# G. Special Reporting Requirements

**Former  
SNAP Question**

## **G.10 Estimated Unobligated Balance**

G.10.a Is it anticipated that an estimated unobligated balance (including prior year carryover) will be greater than 25% of the current year's total approved budget?  Yes  No

The "total approved budget" equals the current fiscal year award authorization plus any approved carryover of funds from a prior year(s). The numerator equals the total amount available for carryover and the denominator equals the current year's total approved budget.

If yes, provide the estimated unobligated balance.

**G.10.b Provide an explanation for unobligated balance below** (Limit is 700 characters or approximately 1/4 of a page.)

Total remaining allowed limit is **700** characters.

**G.10.c If authorized to carryover the balance, provide a general description of how it is anticipated that the funds will be spent. To determine carryover authorization, see the [Notice of Award](#)** (Limit is 1300 characters or approximately 1/2 of a page.)

Total remaining allowed limit is **1300** characters.

# G. Special Reporting Requirements

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## **G.11 Program Income**

Is program income anticipated during the next budget period?  Yes  No

If yes, use the format below to reflect the amount and source(s)

Anticipated Amount	Source(s)
--------------------	-----------

<input type="text"/>	<input type="text"/>
----------------------	----------------------

## **G.12 F&A Costs**

Is there a change in performance sites that will affect F&A costs?  Yes  No

If yes, provide an explanation below (Limit is 1300 characters or approximately 1/2 of a page.)

Total remaining allowed limit is **1300** characters.

# H. Budget

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## H. Budget

Not Applicable

Save

Cancel

[A Cover Page](#) | [B Accomplishments](#) | [C Products](#) | [D Participants](#) | [E Impact](#) | [F Changes](#) | [G Special Reporting Req](#) | H Budget

SF424 (R&R) Detailed Budget/Justification

SF424 (R&R) Subaward Detailed Budget

*PHS 398 Training budget*

*(Used for some Training awards only)*

# Manage RPPR

Home Admin Institution Profile Personal Profile Status **RPPR** xTrain Admin Supp eRA Partners  
Grant List **Manage RPPR** PD/PI Assurance Report

## RPPR Menu ?

Application Information	
Grant Number:	SR01AT901499-03
Institution:	UNIVERSITY OF CALIFORNIA, SAN DIEGO
PD/PI Name:	Cook, Rachel
Project Title:	Cancer Research in Simple Note Abstracting Programs
Due Date:	02/01/2014
Current Reviewer:	Cook, Rachel
Status:	PD/PI Work in Progress



# Standard, Complex & Multi-Project RPPR FAQs

- **What do you do when an entire Project or Core is handled by the Subaward Institution?**
  - You use the Subaward R&R Budget. In our R&R Budget, you enter the Consortium Costs in the F. Other Direct Costs section. Remember, we have already accounted for the \$25,000 IDC Allowance in Year 1, thus our IDC base will be \$0 and the total costs will be the total costs of . If we have not reached the \$25k IDC allowance yet, be sure to calculate that in our R&R Budget.
- **Where do you upload the Subaward's Face Page?**
  - We recommend uploading it behind the Subaward R&R Budget Justification. The Face Page is only required if we are a new Subaward or if the Subaward Face Page from the parent didn't include the entire period.

# Standard, Complex & Multi-Project RPPR FAQs

- **Where do I put the All Personnel Report?**
  - Section D. Participants takes the place of the All Personnel Report. If you enter the eRA Commons IDs for personnel, their information will partially populate the form. Additionally, if the personnel required do not have eRA Commons IDs, you will receive an error. When entering personnel, you enter them on the Section D. Overall and the system allows you to select which components they are associated with. This will populate the respective components in Section D.
- **Is a Budget Justification required?**
  - Budget Justifications are required in each component for those line items that have significant changes from the previous year. HOWEVER, HS SPPO recommends you provide a detailed Budget Justification for each category and component (including the NIH Salary Cap statement, escalation statement, etc).

# Standard, Complex & Multi-Project RPPR FAQs

- **The indirect costs appear to be calculated incorrectly. What should I do?**
  - An issue has been identified with the system-generated Composite Budget Summary for the grantee organization's indirect costs. When an RPPR includes a component(s) led by an organization other than the grantee organization, the system does not provide for the entry of any applicable Indirect Cost for the grantee organization.
  - The grantee organization may document the Indirect Cost Calculation error in the budget justification of a project led by the grantee organization. However, the RPPR review is not affected by this issue and NIH will correct the budget calculations administratively when preparing the award.



# Standard, Complex & Multi-Project RPPR FAQs

- **For multi-project awards, how should progress be reported for components that have already been completed?**
  - If progress has not been reported for the completed component, include the component in the RPPR. Since the component will not be continued in the next year, the budget should reflect zero dollars and the component will not need to be included in subsequent RPPRs.
- **Will the due dates for non-SNAP RPPRs change?**
  - No, the due dates for non-SNAP RPPRs will not change. Non-SNAP progress reports require detailed budgets and are often multi-project; therefore, they require more time to review than do SNAP progress reports.
  - The non-SNAP progress report is due the first of the month preceding the month in which the budget period ends (e.g., if the budget period ends 11/30, the due date is 10/1).

# Standard, Complex & Multi-Project RPPR FAQs

- **Are any internal forms required by UC San Diego & HS SPPO in order to process and submit this progress report?**
  - Yes, this is just like the paper PHS 2590 submission. You will need to obtain a UCSD #, as well as upload into EPRS: (1) RES form; and (2) Detailed budget. Don't forget! You will need to submit FCOI for all key persons on the complex and/or multi-project RPPR to the COI office.
  - Reminder: this is not like a Non-SNAP RPPR where the PI may submit on their own. Since there is a detailed budget in the progress report, you will need to process this through HS SPPO. HS SPPO will be the office to submit the RPPR to NIH. The PI will not have the submit option.

# Standard, Complex & Multi-Project RPPR Hints

- Pay attention to your specific IC requirements. Some ICs require specific information to be included in addition to the RPPR requirements. Also, some NOAs require additional information to be submitted with the progress report.
- If we were awarded an Administrative or a Minority Supplement in the previous year, please check the NOA to see where we need to report on this. NIH typically requires you to report on the Minority supplement in the next year's continuation.
- Public Access Policy: NIH will delay processing of your RPPR if it is not in compliance with the public access policy.
  - Bringing papers into compliance:
    - Use [My NCBI](#)'s My Bibliography and take into consideration that this process may take several weeks
    - PD/PIs must collaborate with project leads and supported authors to ensure all papers are in My Bibliography and thus linked to the RPPR.
    - For additional resources: see <http://publicaccess.nih.gov/index.htm>
- Anything else?

# PRAM: Progress Report Additional Materials

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- The PRAM feature allows grantees to enter, review and submit materials in response to specific requests from NIH for additional information after the RPPR has been submitted
- PRAM is largely used to provide information pertaining to [PUBLIC ACCESS](#) however, recently NIH has expanded PRAM use to include submissions of other information than just publications compliance

# Public Access Policy

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- NIH will delay processing Type 5s that are not compliant with the public access policy.
- To bring papers into compliance:
  - Use [My NCBI](#)'s My Bibliography (please note: the process may take several weeks)
- For additional resources: see <http://publicaccess.nih.gov/index.htm>
- Compliance indicated in RPPR Section C.1 or the PHS 2590 [PDF report](#) generated by My NCBI
  - (A [sample report](#) is available online)
- **Awardees must provide evidence of compliance** with the public access policy to receive an award

# PRAM: Progress Report Additional Materials

- PRAM can be accessed through the Status Screen
- Maximum text of 2,000 characters
- Submit functionality identical to that of RPPR

**Progress Report Additional Materials (PRAM)**

**Grant Information**

Grant Number: 5K23HD123456-03  
PD/PI Name: JEFFERSON, THOMAS  
Project Title: A New Model for the Delivery of Well-Child Care  
Institution: PRESIDENTIAL UNIVERSITY  
Status: PD/PI Work in Progress  
Current Reviewer: JEFFERSON, THOMAS

**Public Access Compliance**

Provide verification that all publications are in compliance with the [NIH Public Access Policy](#)

- Verify that the PD/PI has used My NCBI to enter publications and/or update compliance status.
- For papers published more than three months ago, provide the full citation and PMCID
- For papers in press or published less than three months ago, for which a PMCID is not available, report the full citation and the NIHMSID or report PMC Journal-In Process. Please note the submission process must be completed within three months of publication to be compliant.
- If the publication does not fall under the Policy, provide a brief explanation and confirm that the My NCBI N/A status has been corrected.
- If unable to provide verification, provide a justification for why the publication(s) cannot be brought into compliance.

(Limit is 2000 characters or approximately 1 page).

This is a sample of text entered in response to noncompliant publications submitted as part of the RPPR...

Total remaining allowed limit is 1894 characters.

Save View **Route** Route History Submit Cancel

# Summary of New Information Requested

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- Competitive revisions/administrative supplements
  - Specific location to report aims & accomplishments (B.3)
- Foreign Collaborations:
  - Individual affiliation with foreign organization (D.1)
  - Dollar amount of award spent in foreign country (E.4)
  - Information about foreign components (G.9)
- Participants – role on project
  - New role-High School Student; slight rewording of other roles (D.1)
- Level of Effort
  - Prior approval request for reduction of >25% for PD/PI or other individual designated on NoA (D.2.a)
- Estimated unobligated balance
  - Provide estimated amount and description of how funds will be spent (G.10)

# Summary and Points to Remember

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- System checks for errors prior to submission; user cannot submit with errors
  - Current warning: publications non-compliant with Public Access Policy
    - system will generate eNotification
    - response to eNotification via PRAM link
  - Special characters not permitted in text boxes
    - will not display properly in final PDF
  - Disregard items marked “Not Applicable”
  - Round person months to nearest whole number
  - And remember, there is NO auto save!
- Source: [grants.nih.gov/grants/grantee\\_webinar\\_20121017.pptx](https://grants.nih.gov/grants/grantee_webinar_20121017.pptx)



# RPPR Resources

- NIH RPPR Instruction guide (rev 10/17/2014):  
[http://grants.nih.gov/grants/RPPR/rppr\\_instruction\\_guide.pdf](http://grants.nih.gov/grants/RPPR/rppr_instruction_guide.pdf)
- NIH RPPR Training for Grantees Webinar – Phase II
  - Part 1 – Training for Grantees Webinar  
<http://www.youtube.com/watch?v=9gfWSW5ey6g&feature=youtu.be>
  - Part 2 – Training for Grantees Webinar Questions  
<http://www.youtube.com/watch?v=P7oNOwMo7EU>
  - Training for Grantees Webinar PPT  
[http://grants.nih.gov/grants/rppr/RPPR\\_PhaseII\\_Training\\_Grantees.ppt](http://grants.nih.gov/grants/rppr/RPPR_PhaseII_Training_Grantees.ppt)
- NIH RPPR Information and Historical Background  
<http://grants.nih.gov/grants/rppr/index.htm>
- eRA Commons RPPR Online Help  
<http://era.nih.gov/erahelp/commons/default.htm#cshid=1047>
- eRA Commons Demo  
<https://public.uat.era.nih.gov/commons/public/createDemoAcct.do?mode=create>

