

Tucson

May 12, 2021
**Research Administration
Forum**



THE UNIVERSITY
OF ARIZONA

Zoom etiquette reminder

- Please keep yourself muted unless you are actively speaking
- If you have a comment/question, please type it in the group chat and a facilitator will call on you as soon as we can
- Sessions are recorded and may be made available for future reference



Agenda



- Financial Services and Sponsored Projects & Contracting Services discuss Operational Advances
- SRA International LevelUP program update
- Announcements/Information Sharing
- Open Discussion/Q&A



Q&A from Operational Advance Discussion

Q: How can we enforce DCCs paying back operational advances?

A: DCCs can lose their status as a DCC for failure to pay back operational advances. They can also face legal consequences depending on the circumstances.

Q: Is the timing one year from the date of the advance? Or by fiscal year?

A: One year from the date of the advance.

Q: It concerns us that extensions can't be done now. Requesting new ones for outgoing research can pose potential delays to the research. Why are extensions no longer granted?

A: We moved away from extensions because they were a manual process and the Custodial Agreement (formerly the Promissory Note) was not being updated to reflect new settlement dates. It also made it very challenging to monitor advances and identify which advances were past due.



Q&A from Operational Advance Discussion

Q: Who needs to sign the forms for “Department Leadership”?

A: We know it can vary by department as to who should approve, so we left “department leadership” vague to allow each department the flexibility needed to determine that.

Q: When paying for labor in foreign countries using local people (example: field workers) from that country and using funds from an operational advance, what documents are required to serve as a receipt? Do we need to add the substantial presence form?

A: With the exception of laborers receiving small dollar amounts where filling out the form is a detriment to the project or getting individuals to perform required services, it is best business practice for individuals performing services outside the US to complete a substantial presence form.



Q&A from Operational Advance Discussion

Q: Many of our awards are 5 years but awarded in yearly increments. This would be a burden to have to request 5 operational advances for those accounts. What would be the new process? Close out and start up new ones?

A: If your recipient has less than \$10k out on an operational advance, you could conceivably do the paperwork for the new advance a month in advance of the settlement of the old advance so you would not have interruption and would be able to pay human subjects.

Q: Are revolving operational advances going away?

A: We never truly had revolving advances, it's just that they were extended on a regular basis. However, you can replenish advances periodically by submitting receipts to obtain additional funds up to the original amount of the original Operational Advance. Replenishment does not settle an advance and is still an option under the revised policy.



Q&A from Operational Advance Discussion

Q: For advances that are currently in place when we reach the end of our period of performance, which will be our grant year, are we going to be required to set up new ones for the new period or are we able to still extend those (are they grandfathered in)?

A: They should be settled and new ones established under the revised policy. (No grandfathering.)

Q: What if IRB forms are not received on time?

A: If something is for human subjects related payments, no work should commence or expenses incurred on sponsored research until an IRB protocol has been approved by the IRB committee or the letter has been received from the IRB committee stating that the project is exempt. We really should have those forms before we're issuing any payments.



SRA International LevelUP Program Update



SRA International LevelUP

Earn continuing education credit and digital badges for demonstrating competency/mastery in Research Administration



Principles of Pre-Award
Research Administration



Principles of Award
Negotiation and Set-up



Principles in Research
Development



Principles in Proposal
Development



Research Compliance
Frameworks



Principles of Post-Award
Financial Research
Administration



Relationships, Roles, and
Responsibilities in Research
Administration



Introduction to Clinical
Research Management:
Clinical Studies and Trials

If interested in participating, email shana@email.arizona.edu.

Announcements/ Information Sharing



Tuition Calculator Update!

Updated to include Fall 2021 tuition and fee rates

	<i>Semester</i>	<i>Annual</i>
0.50 GRA	\$6,053	\$12,106
0.25 GRA	\$3,026.50	\$6,053

<https://tuitioncalculator.fso.arizona.edu/#/>





Research
Innovation & Impact

Research Support Services Orientation

May 19-20 from 1:00pm to 3:00pm

Full Agenda at:

https://rgw.arizona.edu/sites/default/files/agenda_-_rii_research_support_orientation_-_may_2021.pdf

Register at:

https://arizona.sabacloud.com/Saba/Web_spf/NA7P1PRD161/app/me/learningeventdetail/cours000000000003462

NSF Virtual Conference 2021

Don't miss NSF's Spring 2021
Virtual Grants Conference!

5 days, **June 7 – 11**, starting at
1:00pm EDT/10:00am MST

Sessions on:

- NSF Overview
- Proposal Preparation
- Merit Review, Award Management
- CAREER
- Various Directorates
- Promoting & Protecting US
Science & Engineering
- Proposal & Award Policy Q&A



<https://nspolicyoutreach.com/>

NACUBO 2021 Annual Meeting



THE UNIVERSITY OF ARIZONA
Financial Services



National Association of College and
University Business Officers

To: University Business Offices
From: Financial Services
Subject: NACUBO 2021 Annual Meeting

The National Association of College and University Business Officers (NACUBO) is offering a group registration for the NACUBO 2021 Annual Meeting. The institutional group rate has been paid for by Business Affairs and is now available for use by the university community. The meeting will be held virtually July 27 to 30, 2021. This is a great professional development opportunity for higher education professionals.

If you would like to take advantage of this opportunity, please follow these instructions:

1. Visit the [NACUBO website](#) and click *Register Now* under the Member group tile
2. Log in or create your NACUBO account, please use your official @arizona.edu email address.
3. Select *Individual Registration*
4. Select *Member Group* under the event tile (\$0.00)
5. Complete the checkout process

NOTE: You will be prompted to enter your credit card information. Per NACUBO, this will NOT charge your card, it is just a holder.

For questions or assistance, please contact Ashley Scott at bass-admin@ba.arizona.edu.

<https://www.nacubo.org/Events/2021/NACUBO-2021-Annual-Meeting>

WACUBO 2021 Annual Meeting



THE UNIVERSITY OF ARIZONA
Financial Services



To: University Business Offices
From: Financial Services
Subject: WACUBO 2021 Virtual Annual Conference

The University of Arizona Business Affairs office has pre-purchased a group registration for all University of Arizona employees to attend the Western Association of College and University Business Officers (WACUBO) 2021 Annual Conference. The conference will be held virtually on May 24-26, 2021. This is a great professional development opportunity for higher education professionals.

If you would like to take advantage of this opportunity, please contact Ashley Scott at bass-admin@ba.arizona.edu to obtain a unique authorization and registration instructions.

<https://conference.wacubo.org/>

Future Forum Topics?

Suggest/request future forum topics

Send an email to shana@arizona.edu

Present a topic!

Share research administration tools (reports, agents, forms, templates, etc.)

Lessons learned

Tips & Tricks

Upcoming Changes

Information gained from conferences/workshops/webinars



QUESTIONS?

CONCERNS?

OPEN SHARE

