



# SPAR NOTES



*A Bulletin for University of South Carolina Research Faculty*

Sept/Oct. 2000

## AGENCY NEWS

### NATIONAL INSTITUTES OF HEALTH

#### Weekly Guide Listings Via Email

Each week the NIH transmits, via LISTSERV email, the Table of Contents (TOC) information for its weekly issue of the *Guide for Grants and Contracts*. Each TOC entry provides the WWW address (URL) for each Guide article. To subscribe to the Guide TOC Notification LISTSERV, send an email to [listserv@list.nih.gov](mailto:listserv@list.nih.gov), and provide the following information in the *body of the message*, not the "Subject" line: **subscribe NIHTOC-L your name** (use the name you prefer here.) LISTSERV will automatically obtain your email address from this transmission.

#### Training Required for Research Involving Human Subjects

Beginning October 1, 2000, the NIH will require education on the protection of human research participants for *all investigators submitting applications for grants or contracts or receiving new or non-competing awards for research involving human subjects* before funds are awarded. A description of education completed in the protection of human subjects must be provided for each individual identified as "key personnel" in the research proposal. A letter that documents the completion of training must accompany the other information required to complete the final stage of the application process. Investigators submitting *non-competing* renewal applications for projects involving human subjects funded after October 1, 2000, must include a description of such education. The USC Office of Research Compliance is developing an initial education program to address

### NATIONAL SCIENCE FOUNDATION

#### No Paper Proposals After Sept. 30

As of *October 1, 2000*, *all proposals must be submitted via FastLane*. The Adobe software that is necessary for FastLane submissions is available from SPAR by contacting Bonnie Feary at 7-2960.



#### New Telephone Numbers

All NSF phone numbers, except 800 numbers, have changed. The new numbers are available online using the NSF staff directory, and the old numbers do have recordings referencing the new telephone numbers.

#### Revised Grant Proposal Guide Out

NSF has published an updated version of the *Grant Proposal Guide (GPG -NSF 01-2)* effective for proposals submitted on or after October 1, 2000. This guide supersedes the prior version of the GPG (NSF 00-2) and the paper-based Proposal Forms Kit (NSF 00-3). It is the NSF's intention to make this the last "printed" version of the GPG.

A few of the significant changes include:

- Electronic proposal requirement eliminating the paper-based NSF Proposal Forms Kit
- Greater reliance on use of NSF website to obtain information
- Special instructions for proposals containing graphics where exact color representations are required
- Consolidation of all budget instructions into the GPG text due to elimination of the paper Summary Proposal Budget, *NSF Form 1030*
- Electronic submission of all budgetary revisions via FastLane.

The complete text of the new GPG is available at:

<http://www.nsf.gov/cgi-bin/getpub?gpg>

(see NIH, p.3)

# ANSWERING YOUR QUESTIONS



## What Is the South Carolina Research Institute



The South Carolina Research Institute (SCRI) is the not-for-profit, university-connected research foundation for USC. An independent Board of Directors drawn from corporate leaders and university leadership governs the Institute and an Executive Director administers it. SCRI has a master agreement with the University whereby awards given it may be transmitted to USC through a simple one-page addendum to the agreement.

### **What purpose does SCRI serve?**

Most major public research universities in the US have a related research foundation to provide support for various activities which may be difficult, or even precluded, for execution by a state entity. SCRI provides the opportunity for joint ventures, equity interest, contracts with alternative dispute resolutions, unusual risk management requirements or other terms and conditions. In addition, SCRI manages the University Incubator and the Intellectual Property Management Office.

### **Which types of sponsored programs are awarded to SCRI and which to USC?**

Generally all *RESEARCH CONTRACTS* from commercial, federal and not-for-profit entities are made to SCRI under the Master Agreement to USC. To the Principal Investigator submitting a proposal, this process should be transparent. *STANDARD RESEARCH GRANTS* and *COOPERATIVE AGREEMENTS* and all *TRAINING* or *SERVICE AWARDS*, generally, are awarded directly to the University. SCRI does not accept any awards involving State funds, either as direct or flow-through funds from state entities. South Carolina Universities Educational and Research Foundation (SCUREF) awards are made directly to USC and not to SCRI. Occasionally, because of contractual requirements, sponsor preference, or a specific request from a University Dean or Institute Director, exceptions to this general rule are made.

### **Who determines if a proposal and subsequent award is given to SCRI or USC?**

Unless a specific route is requested by the P.I., the Office of Sponsored Programs and Research (SPAR) will make the determination in consultation with SCRI when the proposal is received in SPAR.

### **What is the relationship between SCRI and SPAR?**

SPAR works closely with SCRI, and both are located on the fifth floor of the Byrnes Building. All proposals for external funding, regardless of whether the award will be made through SCRI or through USC, follow the standard University process and are submitted to SPAR with a properly signed Proposal/Award Processing (P/AP) form attached. Following review and sign-off, SPAR forwards the proposal or award to SCRI for official signatory acceptance on behalf of SCRI. If there are contractual terms and conditions unacceptable to either the University or SCRI, SPAR will negotiate acceptable terms and conditions, often in collaboration with the Executive Director of SCRI.

### **Do the facilities and administrative (indirect) costs differ from the standard USC rates for contracts through SCRI?**

No. The University's negotiated indirect cost rate agreement with the federal government includes SCRI.

### **What happens to the indirect costs for projects within SCRI?**

The indirect costs are divided between SCRI and the generating unit according to standard USC procedures, i.e. 50% to the Dean and 50% to SCRI, except for the Regional Campuses and the School of Medicine where the division is 80/20. The Dean has the option of leaving a minimum of \$1000 or all of the college's 50% within SCRI or having it placed within the University in a college account. If a Dean requests that any portion of the collected indirect costs remain with SCRI, it will be invested and the income added to the Dean's SCRI account. Those funds must be available for investment for a minimum of three months.

### **What office handles the accounting and day-to-day fiscal management of awards through SCRI?**

With the exception of invoicing and receiving sponsor payments, USC's Cost and Grant Accounting (CG/A) office handles accounting for SCRI awards. Questions on accounting procedures, fiscal management reports, etc. should be directed to CCG/A.

### **Is intellectual property (patents or copyrightable materials) developed under a SCRI award required to be reported and, if so, to whom?**

All newly created intellectual property must be reported to USC's Intellectual Property Management Office (see Faculty Manual for guidance). Standard University policies and procedures will be followed to determine ownership and equity.

*The South Carolina Research Institute neither charges or withholds additional fees for the management of its projects, and is available to serve all campuses within the USC system.*

## NIH *(continued from p.1)*

this requirement that will entail a combination of web-based training, video tapes, hard copy manuals and personal presentations. Contact Tommy Coggins at 7-7095 with any questions you may have concerning these requirements.

### Modular Grant Application Update

Please note the following clarifications and/or modifications to the NIH modular grant application process:

- ◆ Effective for all appropriate investigator-initiated applications and responses to RFAs and PAs submitted *after September 1, 2000*, provide budget narrative for ALL personnel by position, role, and level of effort, including consultants and any “to be appointed” positions.
- ◆ Effective for receipt dates beginning *September 1, 2000*, applications not complying with the modular instructions will be returned to the applicant institution by the Center for Scientific Review.

#### Applications are considered ***non-compliant*** if:

- requested direct cost budgets are not in modules of \$25,000 for all years of support for requests up to \$250,000 per year
- a detailed itemized categorical budget is provided
- the Budget Narrative Justification page includes an itemized justification for one or more of the following: equipment, supplies, travel, other expenses, etc. but the number of modules is the same, or the information is not intended to explain the request for a different number of modules in one or more years.
- OTHER SUPPORT pages are supplied, in addition to or in the absence of the section in the Biographical Sketch identifying “Research Projects Ongoing or Completed During the Last Three Years.”
- the Biographical Sketch lists “Current and Pending Support” instead of or in addition to the required information.

For the full narrative on this notice, visit the modular grant website at <http://grants.nih.gov/grants/funding/modular/modular.htm>

## New Faculty Invited to Open House

The Office of Sponsored Programs & Research (SPAR), the Intellectual Property Management Office (IPMO), and the South Carolina Research Institute (SCRI) are holding an open house for new faculty on **Monday, September 25 from 2:00 – 4:30 p.m.** at our location on the fifth floor of the Byrnes Building at the corner of College and Sumter Streets.

We welcome this opportunity to share refreshments and information on our services with you.

If you plan to attend, or have questions, please contact Sandra Watts at 777-2983 or email us [swatts@spar.sc.edu](mailto:swatts@spar.sc.edu).

## Coggins Heads Up ORC

As the Director for the Office of Research Compliance, former SPAR Associate Director Thomas Coggins is now overseeing all aspects of compliance requirements for the University’s sponsored programs and research. The ORC has been established to meet the demands of an ever-expanding federal regulatory system and to insure that appropriate policies and procedures are in place to govern research practices and keep USC compliant with current requirements. This office provides oversight for the use of human subjects, assists the Animal Care and Use and the Hazardous Materials and Recombinant DNA committees, and serves as an advisor on conflict of interest and scientific misconduct matters.

According to its director, an important function of the office is to address agency mandates for certification of investigators in certain aspects of research conduct by developing training programs for faculty, staff and students ( *see NIH article, p.1*).

# THE TORCH IS PASSED

## *A Fond Farewell to Fowler*

As the Interim Vice Provost for Research, Stan Fowler has devoted the past year and a half to overseeing the administrative demands of USC's institutional research enterprise. Though a temporary leader, Dr. Fowler has left a significant and lasting imprint on the research community with whom he has worked and helped to strengthen the base for future growth. Under his tenure, funding steadily increased and award dollars exceeded previous year's totals. Through his strong support of collaborative research the Devine Street Research Center is now fully on line and the Nanoscience Center is on its way. Dr. Fowler was instrumental in both redesigning the CMAT program and restructuring the Intellectual Property Management Office, as well as working with the SCRI to bring the Incubator into the central operation of the University. The newly established Office of Research Compliance within SPAR is another in a long list of enhancements to the research mission that Dr. Fowler served so well as our Interim Vice Provost.



## *A Hearty Hello to Harris*

It's been 30 years since Dr. William C. Harris completed his Ph.D. in Chemistry at USC where he received the Eastman Kodak Fellowship for outstanding performance as a graduate student. He returned in August to assume the position of Vice President for Research. He brings a wealth of professional and administrative experience to the job beginning with faculty positions at Furman University to, most recently, the President and Executive Director of Columbia University's Biosphere 2 Center. Prior to his work at Columbia, Dr. Harris served for almost 20 years with the National Science Foundation. In 1977 he was selected by the National Research Council to participate in the IUPAC General Assembly held in Warsaw, Poland; and in 1993 he received the Presidential Award for Distinguished Executive Service. His candidacy for the position of Vice President for Research was enthusiastically endorsed by the University's search committee.



*"I believe Dr. Harris will add an excellent voice for research within the state. He has excellent values concerning scholarship and research, honed by his experience at the National Science Foundation. He will be looking for people with a passion for what they are doing in research."*

*Dr. Gerard Crawley, Dean, College of Science and Mathematics  
(Chair, Search Committee)*



### **No Need To Feed When Visiting SPAR**

The SPAR office provides a reserved parking space for faculty who have business with SPAR. The space is located in the parking lot behind the James F. Byrnes Building and labeled "**Reserved S.P.A.R.**" As with all parking on campus, the space is occasionally "borrowed" by a non-eligible parker. If this appears to be the case when you visit, please let us know.

### **SPAR NOTES**

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**SPAR web site at [www.spar.sc.edu](http://www.spar.sc.edu)**