National Science Foundation

Electronic Research Administration (ERA)
Forum Webinar Series

March 15, 2017
Welcome to the NSF ERA Forum Webinar Series

- ERA Forum Webinar Topic: Proposal Submission Modernization (PSM)
- Focus: Sponsored Projects Office (SPO) and Authorized Organizational Representative (AOR) Access and Activities
- The agenda and presentation are available on the Policy Office website via this link: https://www.nsf.gov/bfa/dias/policy/era_forum.jsp
Agenda

• Introduction
• Forum Webinar Logistics
• Forum Webinar Discussion Topics
  o SPO and AOR Access and Activities
  o Forum Webinar Topic Priority: Proposal Automated Compliance Checking
• Questions and Answers
• Next Steps
ERA Forum

Background and Purpose

A new approach to regularly engaging the research community, which includes collecting individual opinions and perspectives on ERA activities, gathering topics of interest for future Forum Webinars, and soliciting volunteers for usability studies

• **April 2016 Forum Webinar: PSM Initiative**
  - Tailoring the Proposal Interface
  - Overview and Demonstration of the Proposal Initiation Wizard

• **September 2016 Forum Webinar: PSM Initiative**
  - Recap of the Proposal Initiation Workflow
  - Demonstration of Budget, Budget Justification, and new “Personnel” Proposal Sections
Speakers

Maria Koszalka
Staff Associate, Research.gov, Division of Institution and Award Support

Jeremy Leffler
Outreach Specialist, Policy Office, Division of Institution and Award Support

Jeff Vieceli
Head, Systems Office, Division of Institution and Award Support

William Daus
Project Manager, Division of Information Systems
WebEx Information

• USA/Canada, dial 1 (877) 951-7311 or 1 (203) 607-0666, enter passcode 8458589

• Clearly state and spell your first name, last name and institution name to join in listen-only mode

• To view real-time captions, go to www.fedrcc.us and enter event confirmation #3212183

• **Helpful WebEx Tips:** Please click “save and run” to download the WebEx media player plugin and join the session. Call WebEx technical support at 1 (866) 229-3239 if you need additional assistance
How to Engage with the Forum

Forum Participation

• WebEx Live Q&A
• Survey
• Future Forum Topics
• Forum Listserv and Email
• General Information
Live Q&A Through WebEx

- Click on the Q&A icon on the top-right corner.
- In the Q&A window, select “All panelists” to send your questions and comments.
Prioritization of Today’s ERA Forum Discussion Topics

• Significance of Today’s Discussion Topics

• Unreasonable Administrative Burden

• Forum Interest

ERA Forum Discussion Topics

• SPO and AOR Access and Activities

• Forum Webinar Topic Priority: Proposal Automated Compliance Checking
Proposal Submission Modernization Initiative

History and Overview

- Transitioning from FastLane to the new proposal modernization system
PSM Vision

• Modernize the applications supporting the merit review process and the user experience via the development of a new application.

• Reduce the administrative burden to the research community and NSF staff associated with preparation, submission, and management of proposals.

• Increase efficiencies in proposal preparation, submission, and management.

• Improve data quality.

• Capture proposal content in a way that supports data analysis.
PSM Agile Concept Development

Identify Pain Points and Draft Improvements
- Leverage helpdesk data, 2015 PSM survey, etc. to identify improvement opportunities and create initial concepts

Review Concepts with NSF Staff Working Group
- Review initial concepts and discuss at working group sessions
- Refine as needed

Review Wireframes with External Users
- Present and test wireframes with external users to validate and refine
- Usability sessions, FDP, ERA Forum, etc.

Internal Validation and Execution
- Brief working group, elevate/resolve issues and begin development
- Deliver enhancements incrementally
Concept: SPO or AOR Accessing In-Progress Proposal
SPO/AOR users review proposals via Research Administration (RAM)
<table>
<thead>
<tr>
<th>Temp ID</th>
<th>Due Date</th>
<th>Task</th>
<th>Access Level</th>
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</table>

Link to access proposal in PSM
Research.gov is opening a new window with your proposal...
Access to proposal sections and associated functions based on permissions
Concept: AOR Submitting In-Progress Proposal
Step 1: AOR reviews key proposal information

Submit Proposal

Review Proposal Information

Proposal Information

- Title of Proposed Project: Supporting Faculty in Quantitative Undergraduate Biology Education and Synthesis
- Funding Department: NSF 15-506 - Faculty Early Career Development Program
- For consideration by NSF Organization Entity: Biological Sciences (BIO) - Environmental/Biology (OEB), Thermal Transport Processes

- Submission Type: Full Proposal
- Requested Amount: $43,879
- Proposed Duration: 36 months

Awardee Organization Information

- Name of Organization to which award should be made: National Science Foundation
- Award Organization Code: 410283003

Senior Personnel Information

- Principal Investigator (PI) / PD Department: Physics Department
- Principal Investigator (PI) / PD Address: Brown University

<table>
<thead>
<tr>
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<th>Role</th>
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<tbody>
<tr>
<td>Jane Smith</td>
<td>Principal Investigator</td>
<td>PhD</td>
<td>401-123-1234</td>
<td><a href="mailto:jsmith@brown.edu">jsmith@brown.edu</a></td>
</tr>
<tr>
<td>Terry Demo</td>
<td>Co-Principal Investigator</td>
<td>PhD</td>
<td>401-234-2345</td>
<td><a href="mailto:tdemo@brown.edu">tdemo@brown.edu</a></td>
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<tr>
<td>Jeff Stiles</td>
<td>Other Senior Personnel</td>
<td>BIA</td>
<td>401-345-3456</td>
<td><a href="mailto:jstiles@brown.edu">jstiles@brown.edu</a></td>
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Proposal Identification Number: 1234567
Due Date: 12/15/2019
Other Federal Agencies to which this proposal will be submitted: none
Starting Date: 04/01/2019
Employee Identification Number: 04/01/0916
Step 2: AOR certifies proposal
Step 3: AOR signs and submits proposal
**Confirmation of successful proposal**

**Proposal - 1234567**

- **Proposal Title:** Collaborative Research: Supporting Faculty in Quantitative Undergraduate Biology Education and Synthesis
- **Funding Opportunity:** NSF 16-095 P2 - Faculty Early Career Development Program
- **Where to Apply:** Biological Sciences (IB) - Environment/Biology (DEB), Thermal Transport Processes
- **Proposal Type:** Research/Advancement by Interdisciplinary Research and Engineering (RIARE)
- **Submission Type:** Full Proposal

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Concept: View Only Access to Proposal
SPO or AOR would have read access to proposal sections
Concept: Post Submission Actions
Quick filters to narrow down data in table below

Expands to show action details

All actions available for the proposal document

Visual status indicators for actions
Proposal Auto-Compliance Checking

History and Overview

• Reduce administrative burden levels and ensure proposal compliance with requirements outlined in the Proposal & Award Policies and Procedures Guide (PAPPG)

• ERA Forum Priority Topic
Automated Proposal Compliance Checking

- NSF continues to invest in expanding auto-compliance checking capabilities to reduce administrative burden levels on both NSF programs and the research community.

- Core PAPPG proposal section, page count, budget, and deadline requirements are checked during proposal preparation and submission activities in FastLane.

- The recent release of auto-compliance checks in January 2017 supported additional standard proposal type requirements and included checks for new types of proposals such as RAISE and GOALI.

- Plans in FY 2017 include integrating current and upcoming auto-compliance checks with Proposal Submission Modernization efforts (PSM) and systems.
Automated Proposal Compliance Checking

• Compliance checks are run when the “Check Proposal”, “Forward to SPO”, and “Submit” buttons are selected.

• A Warning or an Error may be triggered depending on the type of proposal.

• Auto-compliance checks also apply when a PFU is performed on a proposal.

• A complete listing of current FastLane checks is available at:
Automated Proposal Compliance Checking

2017 Notional Timeline (Subject to Change)

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<thead>
<tr>
<th>Mar 17</th>
<th>Apr 17</th>
<th>May 17</th>
<th>Jun 17</th>
<th>Jul 17</th>
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<td>Ongoing Activities: Usability Studies, Interviews, Focus Groups</td>
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Q&A
Next Steps and ERA Forum Resources

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