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
  - SPO and AOR Access and Activities
  - Forum Webinar Topic Priority: Proposal Automated Compliance Checking
- Questions and Answers
- Next Steps

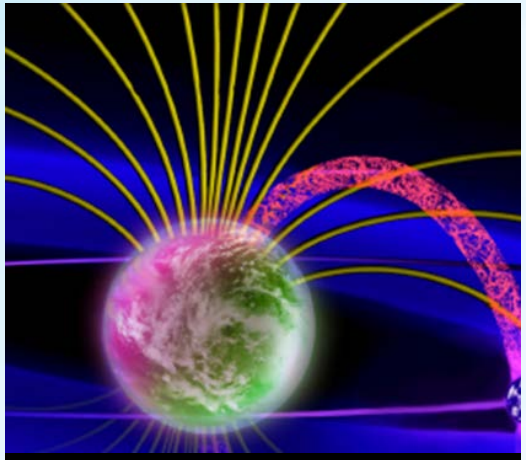
ERA Forum

Background and Purpose

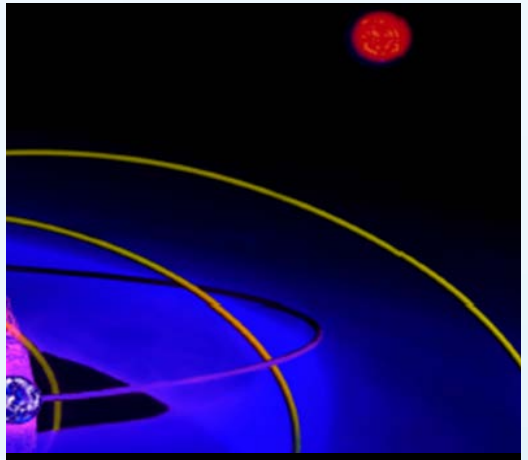
A new approach to regularly engaging the research community, which includes collecting individual opinions and perspectives on ERA activities, gathering topics of interest for future Forum Webinars, and soliciting volunteers for usability studies

- **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



Office of Budget, Finance, and Award Management (BFA)



Office of Information and Resource Management (OIRM)

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

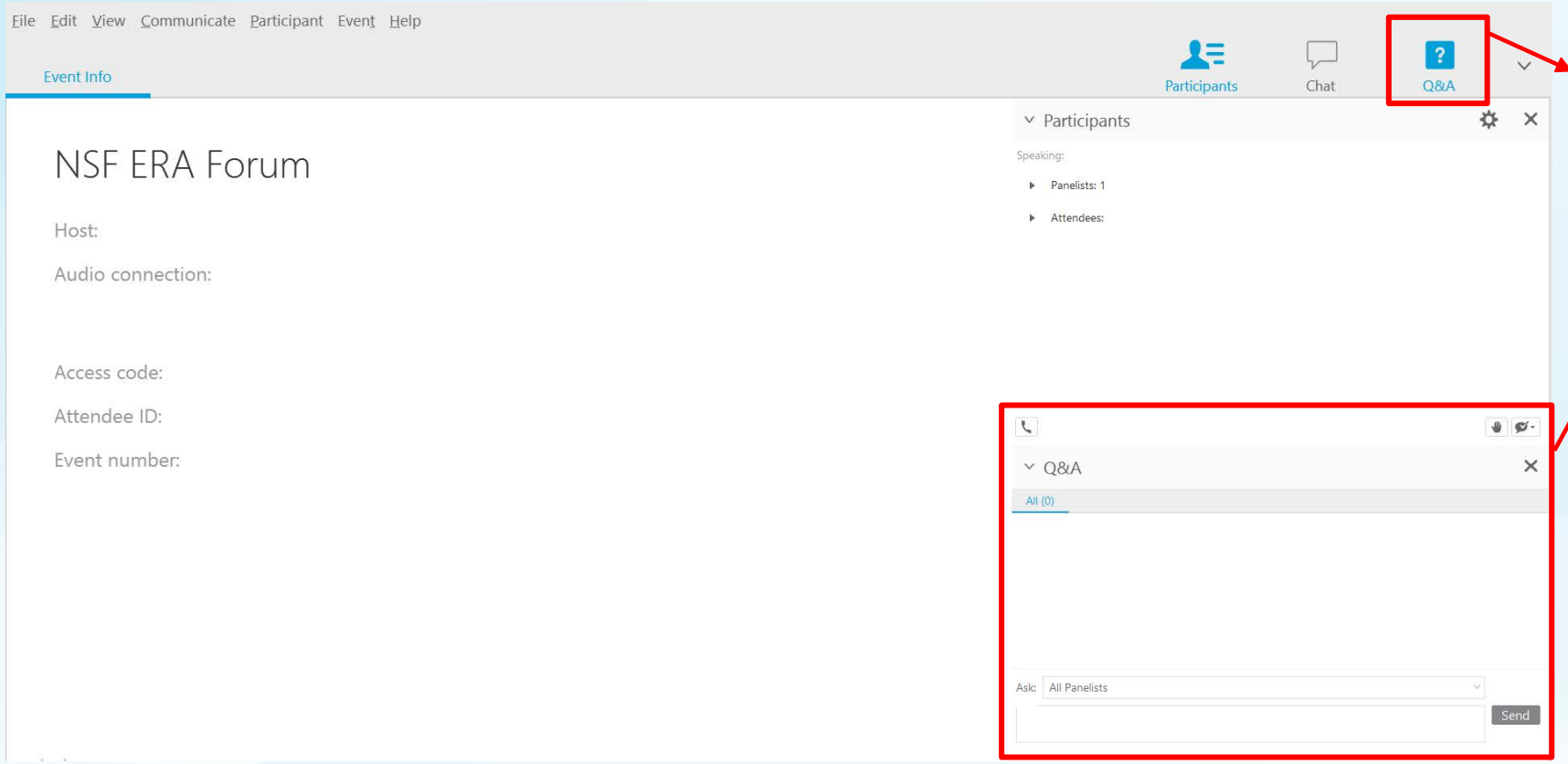
- USA/Canada, dial 1 (877) 951-7311 or 1 (203) 607-0666, enter passcode 8458589
- Clearly state and spell your first name, last name and institution name to join in listen-only mode
- To view real-time captions, go to www.fedrcc.us and enter event confirmation #3212183
- **Helpful WebEx Tips**: Please 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.

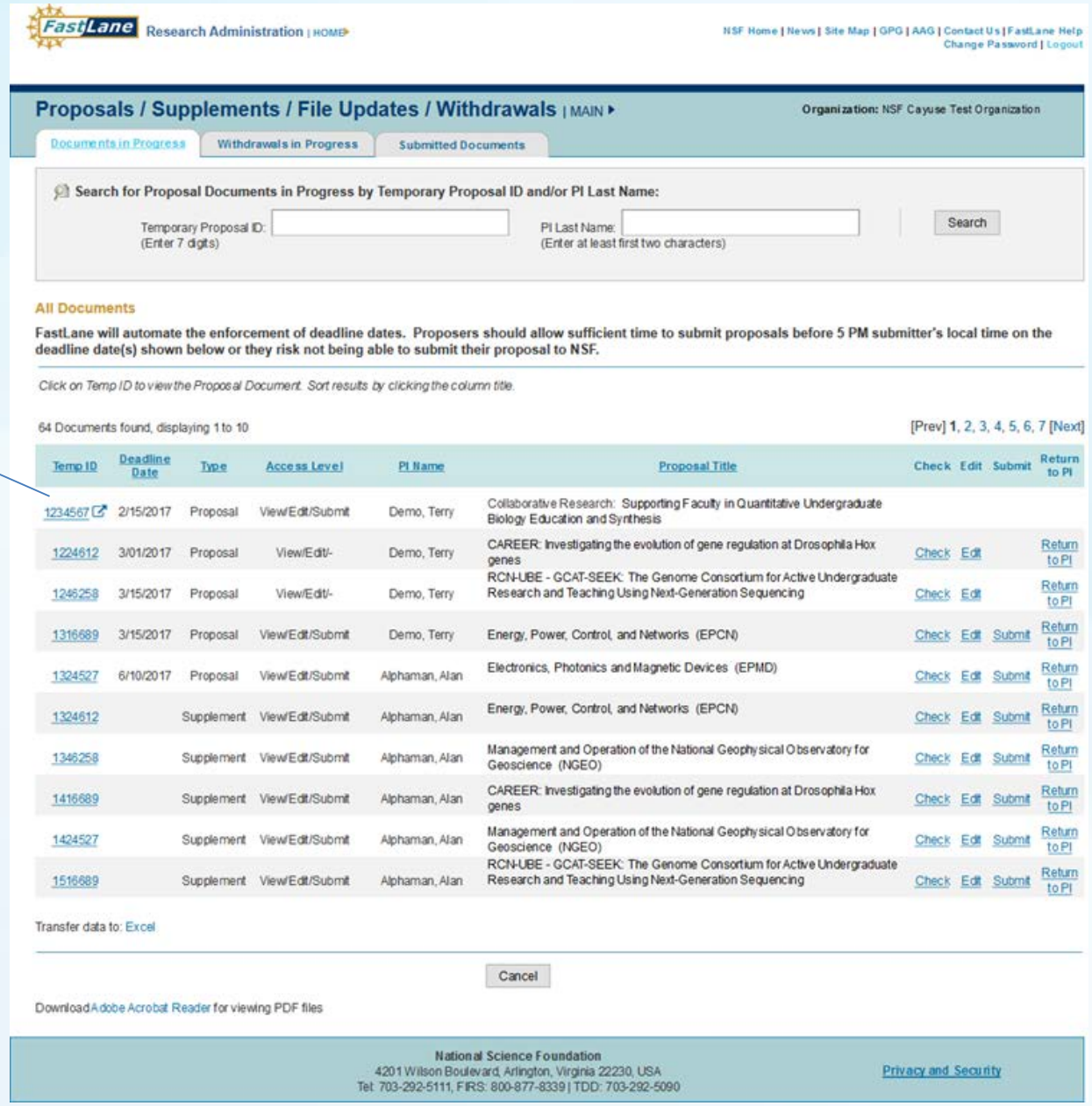
PSM Agile Concept Development

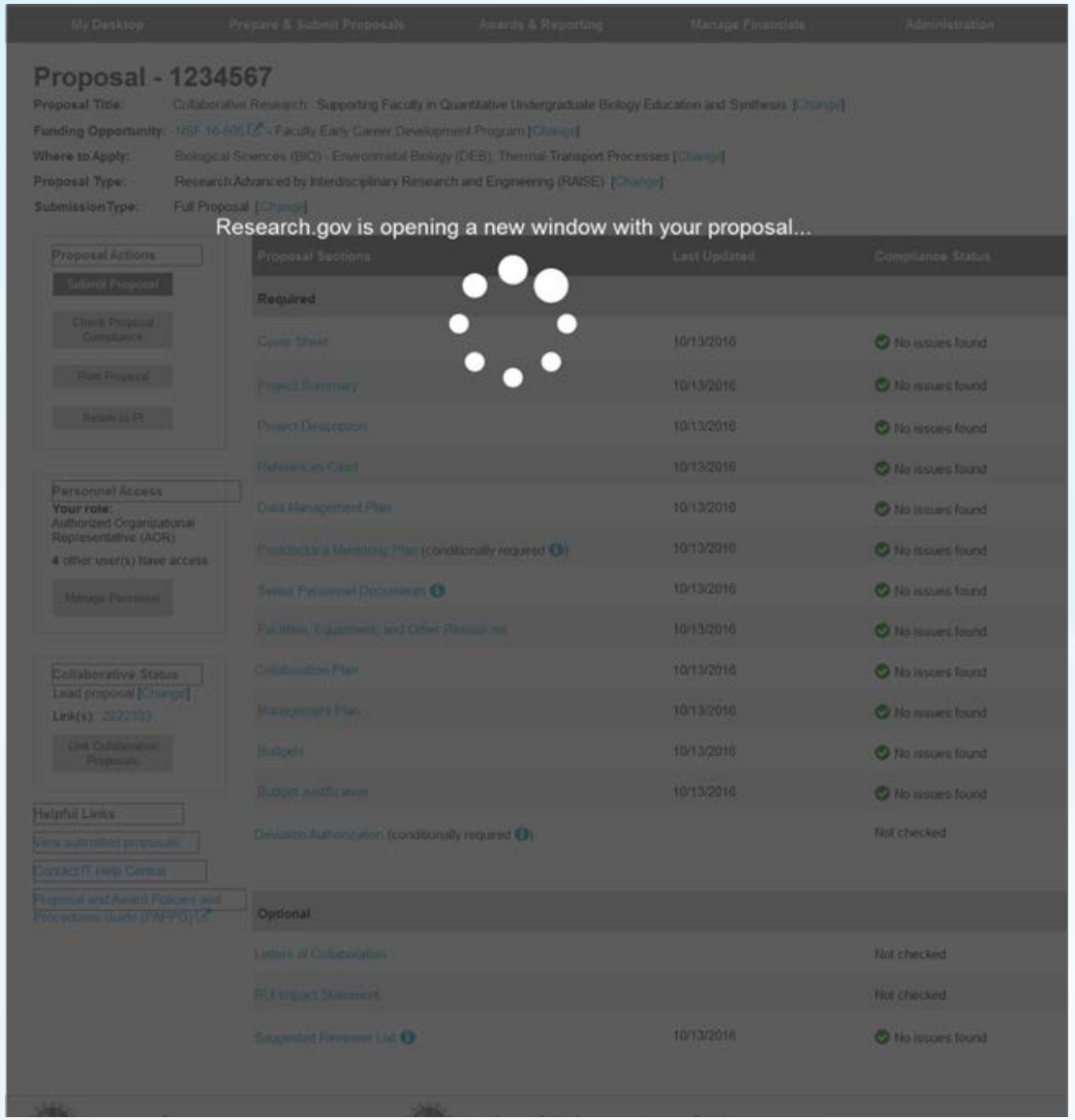
Identify Pain Points and Draft Improvements	Review Concepts with NSF Staff Working Group	Review Wireframes with External Users	Internal Validation and Execution
• Leverage helpdesk data, 2015 PSM survey, etc. to identify improvement opportunities and create initial concepts	• Review initial concepts and discuss at working group sessions • Refine as needed	• Present and test wireframes with external users to validate and refine • Usability sessions, FDP, ERA Forum, etc.	• Brief working group, elevate/resolve issues and begin development • Deliver enhancements incrementally

Concept: SPO or AOR Accessing In-Progress Proposal

NSF Home | News | Site Map | FastLane Help | Grants.gov Help | Contact Us
FastLane
www.fastlane.nsf.gov
FastLane is an interactive real-time system used to conduct NSF business over the Internet. FastLane is for official NSF use only. More About FastLane...
FastLane User Support
(7 AM to 9 PM Eastern Time • M-F)
1-800-673-6188
FastLane Availability (recording):
1-800-437-7408
Proposals, Awards and Status | Proposal Review | Panelist Functions | Research Administration | Financial Functions
Honorary Awards | Graduate Research Fellowship Program | Postdoctoral Fellowships and Other Programs
Quick Links
Instructions for Research Administration
New Organization Registration
EDI Proposal Preparation
Use of NSF ID
FastLane Proposal Preparation and Submission Guide (7.1MB PDF)
Grant Proposal Guide
Research Administration
Login for the following permission based functi
Accounts Management
Letters of Intent
Proposals/Supplements/File Updates/Withdrawals
Award Documents
Forwarded/Submitted Revised Budgets
Notifications & Requests
Organizational Reports
Project Reports – Disabled in FastLane. Log in to Research.gov
SPO/AOR users review proposals via Research Administration (RAM)
Log In
Last Name: alphaman
NSF ID: Privacy Act
Password:
Select one:
Research Administration
Submit EDI Proposals
Log In
Forgot Password?
Lookup NSF ID

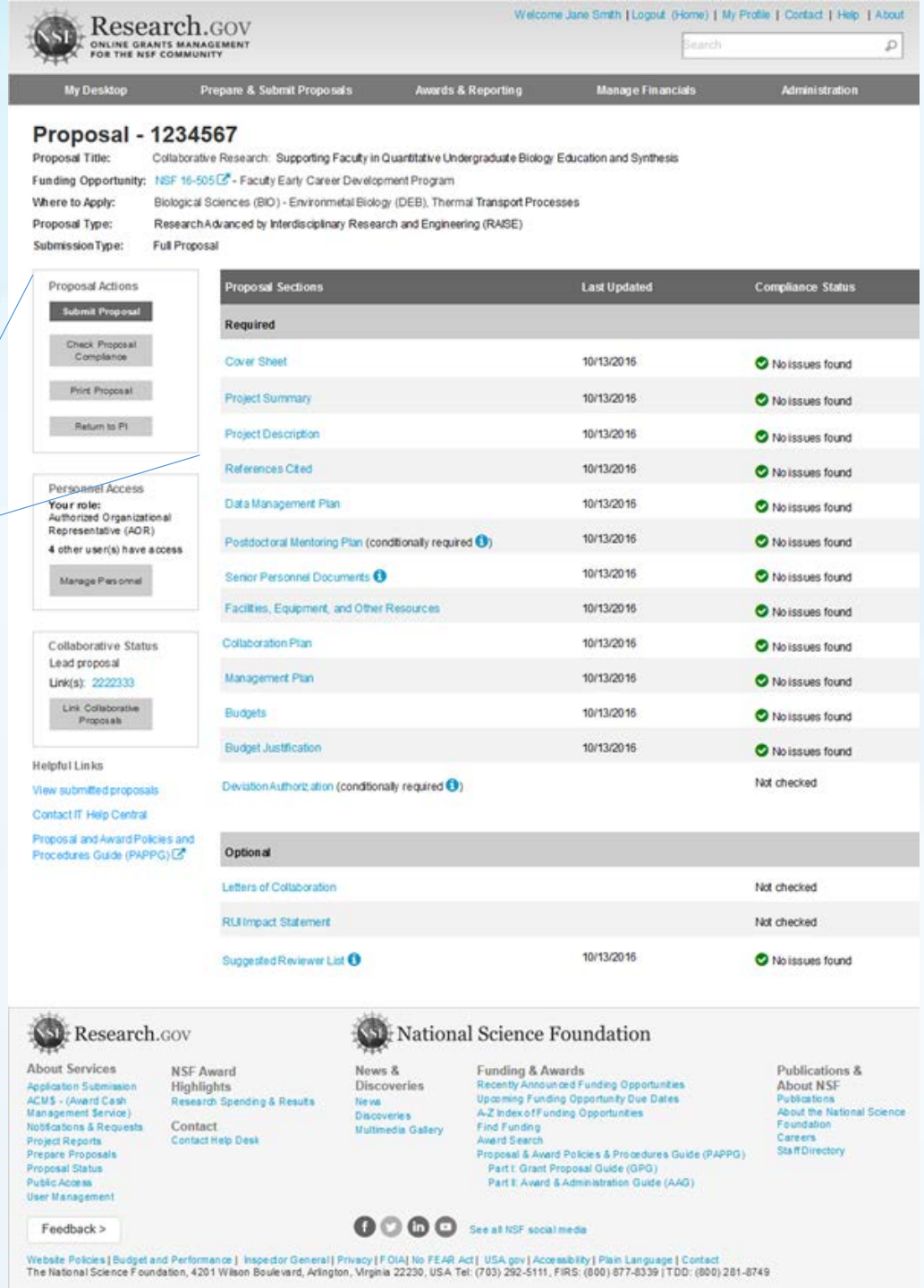
Link to access proposal in PSM





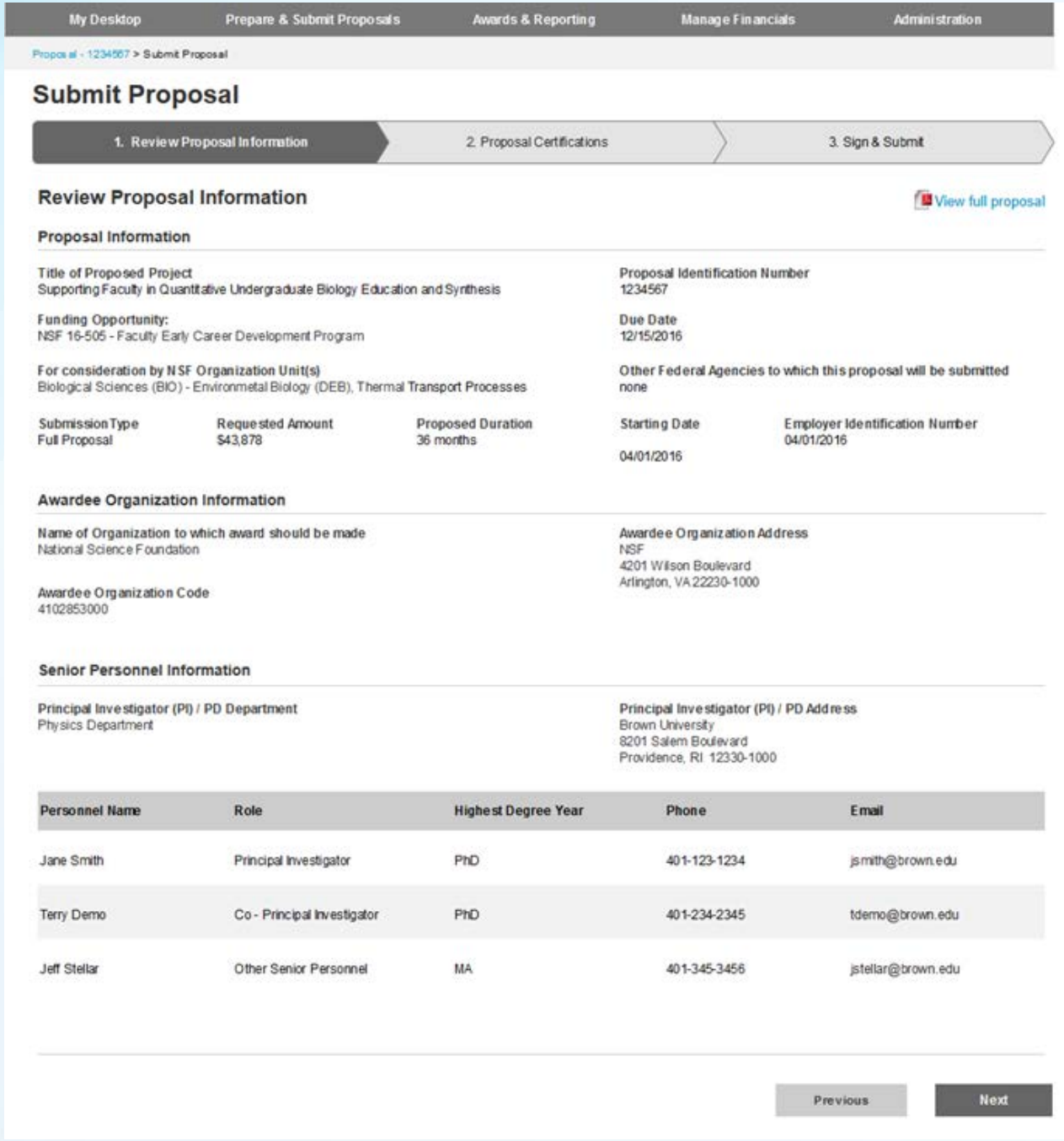
(Loading Proposal Forms page for selected proposal in new window)

Access to proposal sections and associated functions based on permissions

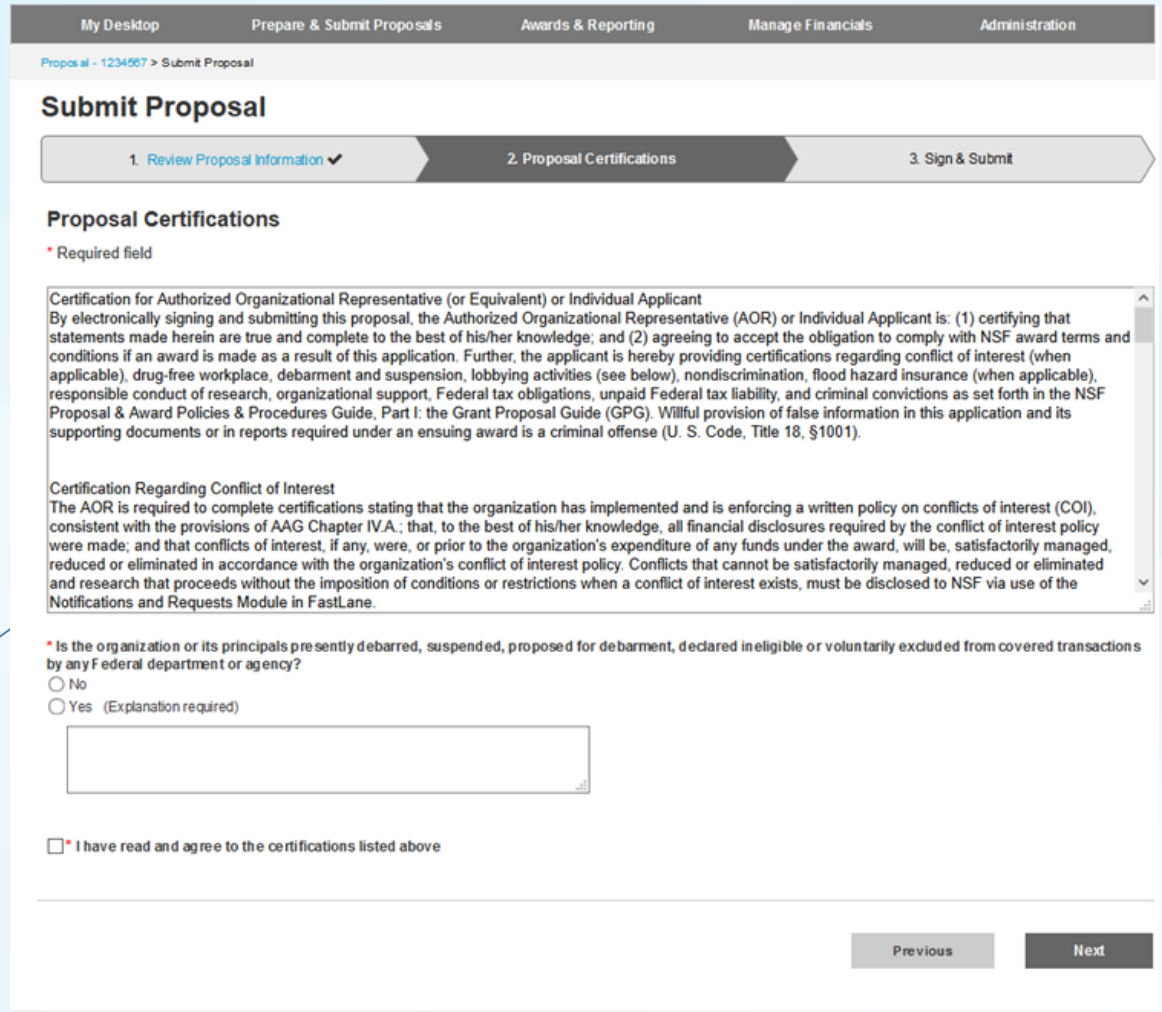


Concept: AOR Submitting In-Progress Proposal

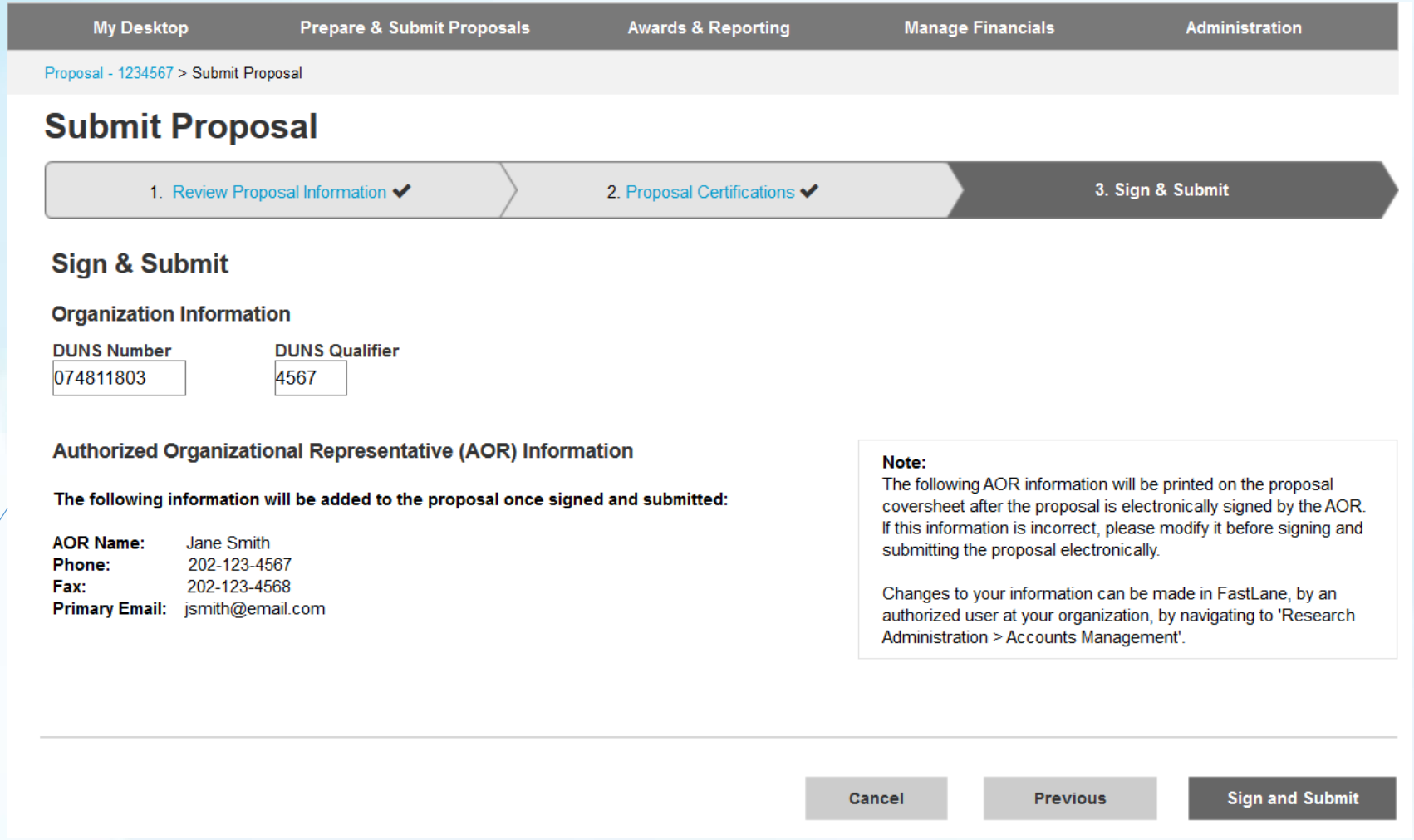
Step 1: AOR reviews key proposal information

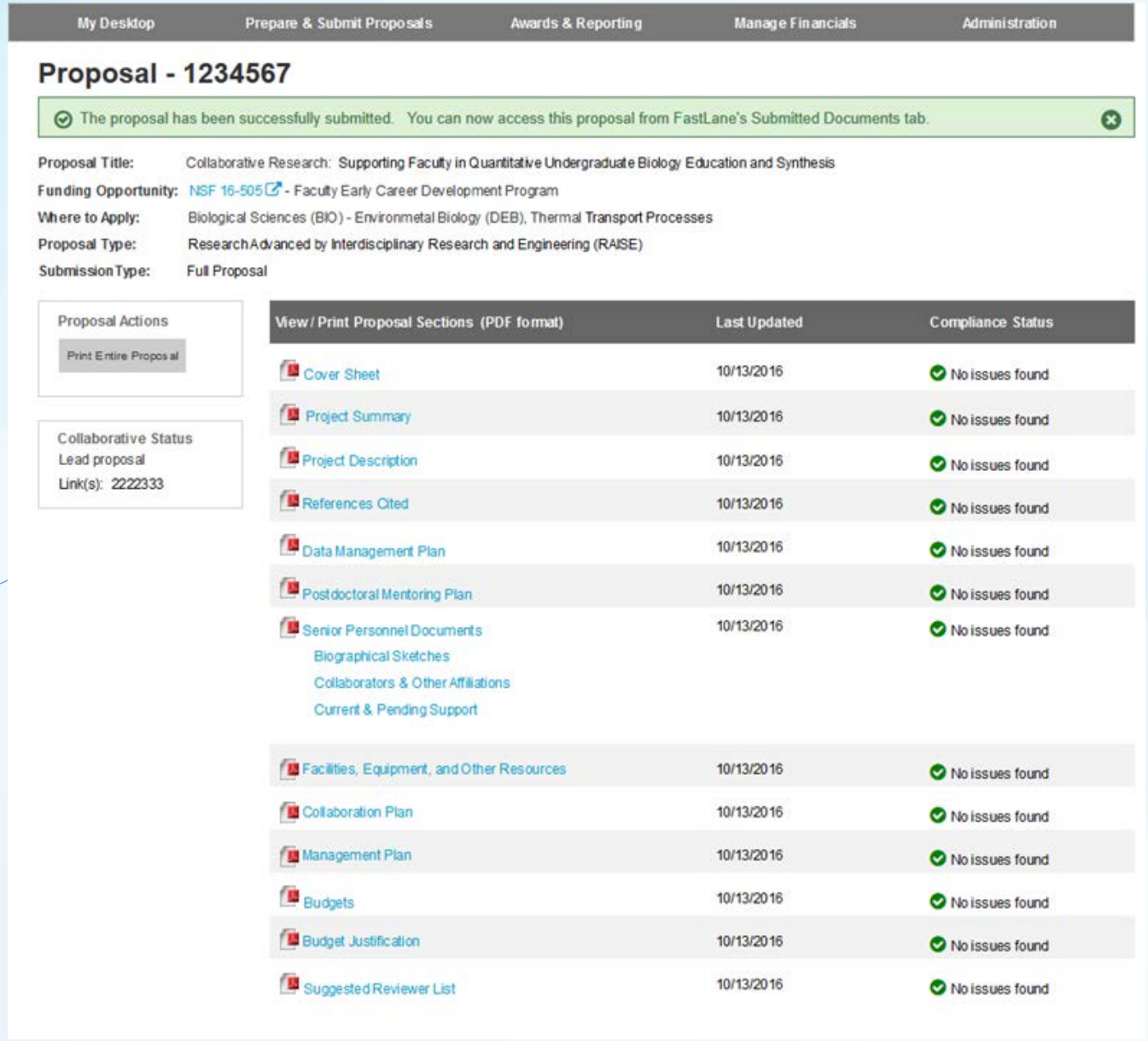


Step 2: AOR certifies proposal



Step 3: AOR signs and submits proposal

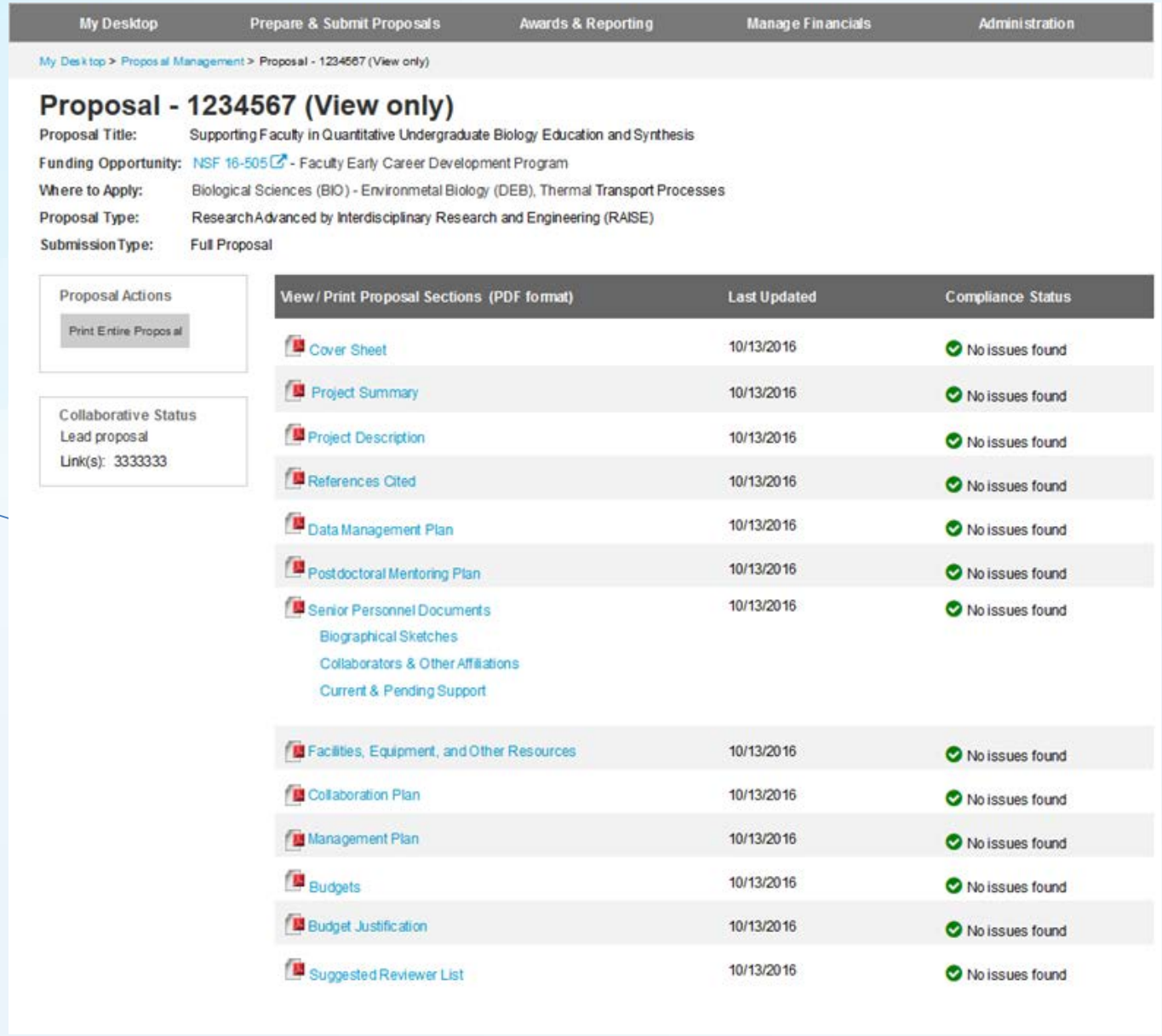




Confirmation of successful proposal

Concept: View Only Access to Proposal

SPO or AOR would have read access to proposal sections

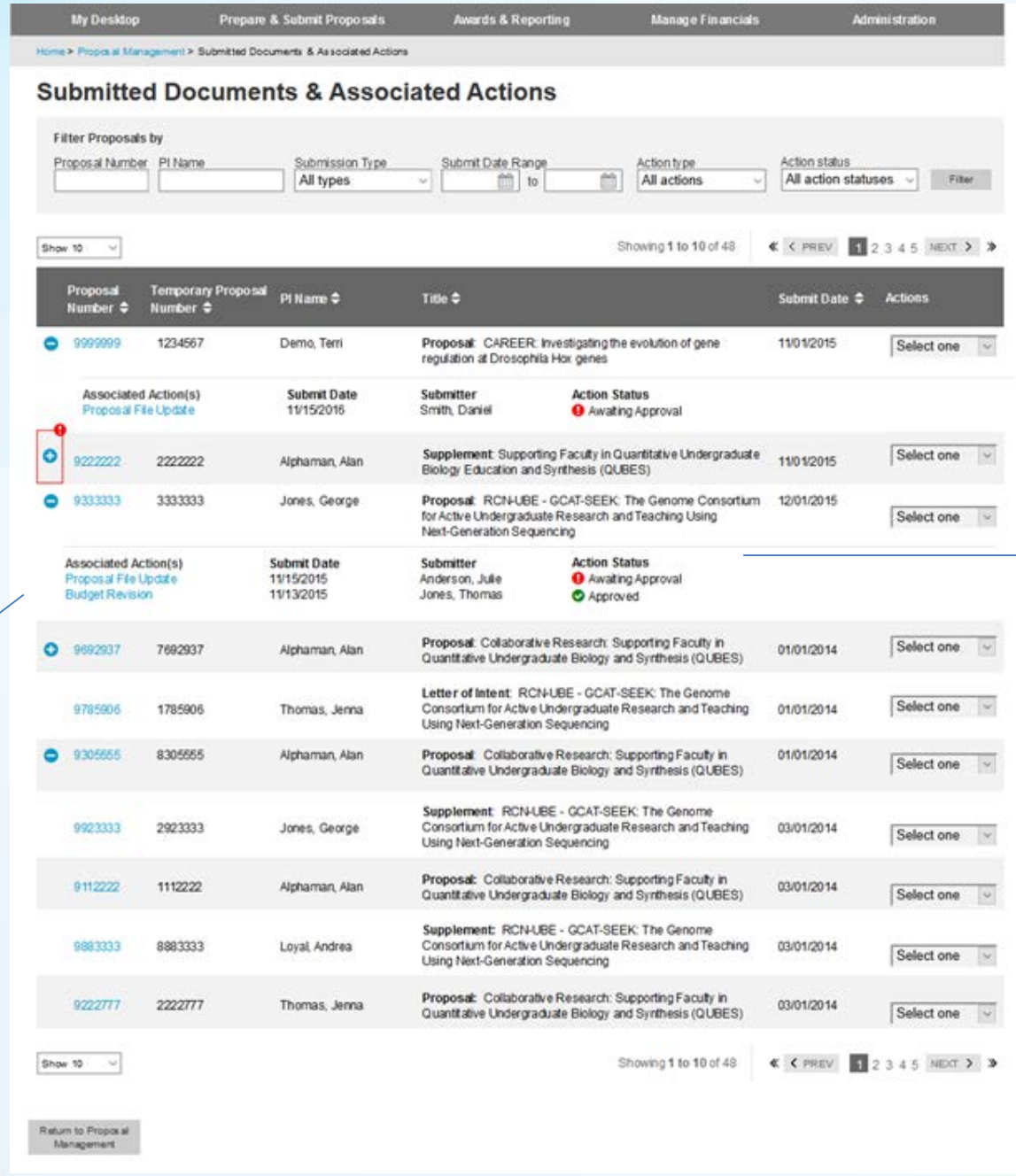


Concept: Post Submission Actions

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

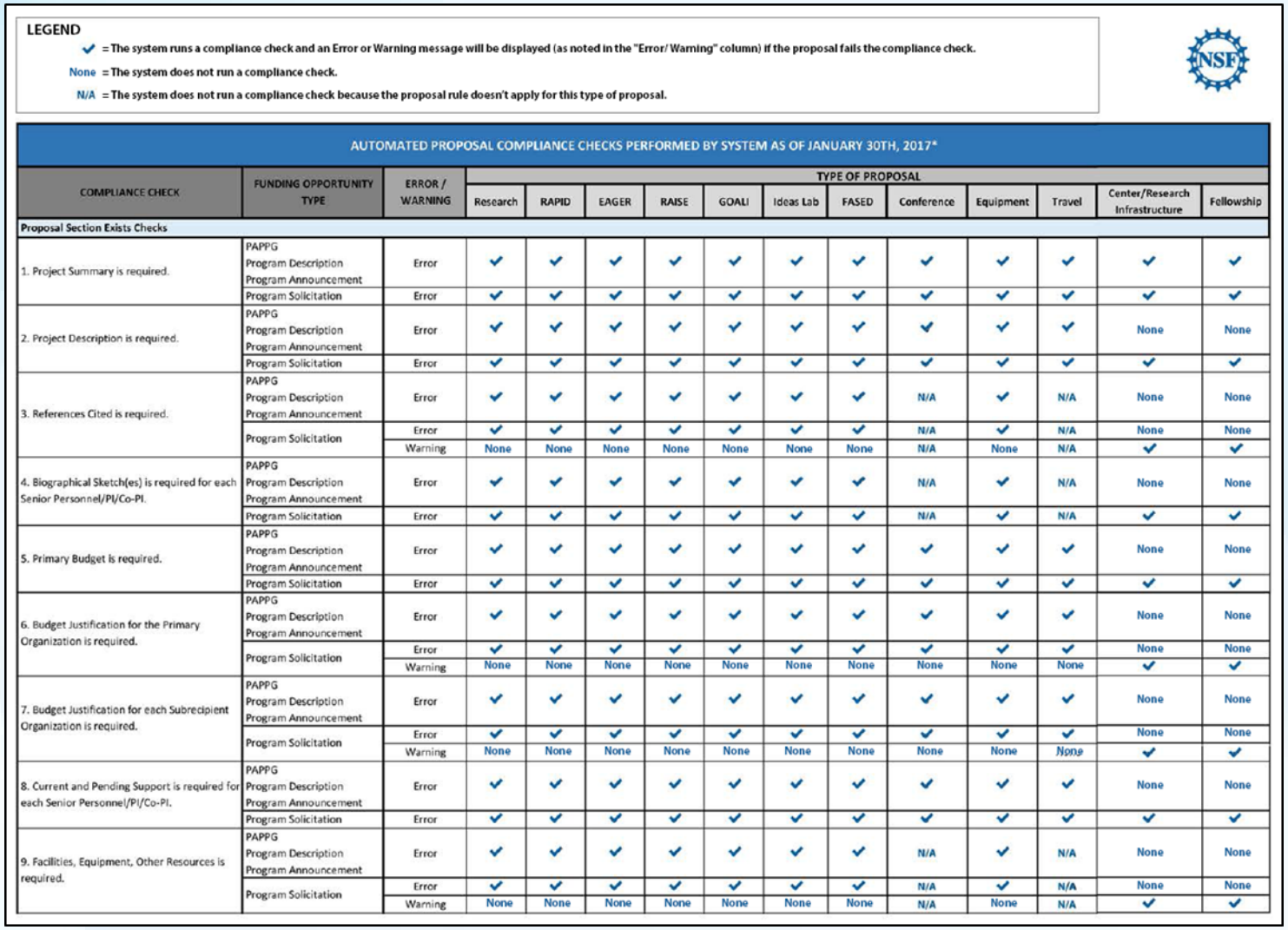
Automated Proposal Compliance Checking

- 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: https://www.nsf.gov/bfa/dias/policy/autocheck/compliancechecks_jan17.pdf

Automated Proposal Compliance Checking



LEGEND

✔ = The system runs a compliance check and an Error or Warning message will be displayed (as noted in the "Error/ Warning" column) if the proposal fails the compliance check.

None = The system does not run a compliance check.

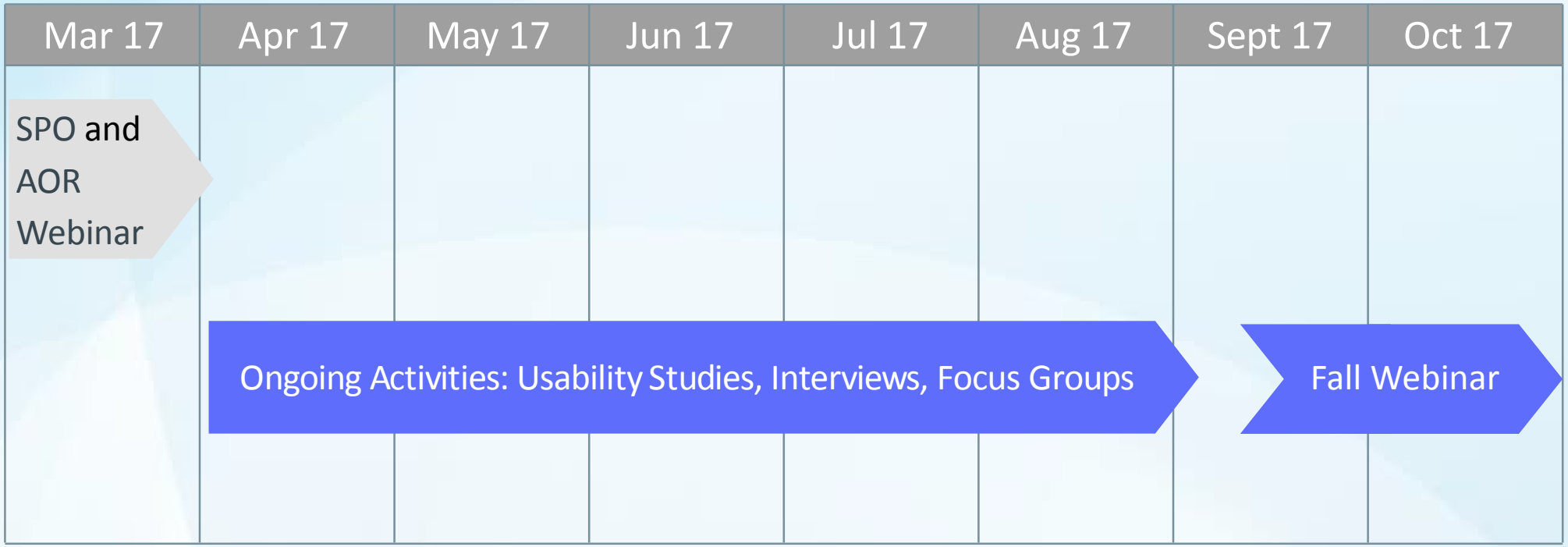
N/A = The system does not run a compliance check because the proposal rule doesn't apply for this type of proposal.

AUTOMATED PROPOSAL COMPLIANCE CHECKS PERFORMED BY SYSTEM AS OF JANUARY 30TH, 2017*

COMPLIANCE CHECK	FUNDING OPPORTUNITY TYPE	ERROR / WARNING	TYPE OF PROPOSAL											
			Research	RAPID	EAGER	RAISE	GOALI	Ideas Lab	FASED	Conference	Equipment	Travel	Center/Research Infrastructure	Fellowship
Proposal Section Exists Checks														
1. Project Summary is required.	PAPPG Program Description Program Announcement	Error	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔
	Program Solicitation	Error	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔
2. Project Description is required.	PAPPG Program Description Program Announcement	Error	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔	None	None
	Program Solicitation	Error	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔
3. References Cited is required.	PAPPG Program Description Program Announcement	Error	✔	✔	✔	✔	✔	✔	✔	N/A	✔	N/A	None	None
	Program Solicitation	Error	✔	✔	✔	✔	✔	✔	✔	N/A	✔	N/A	None	None
		Warning	None	None	None	None	None	None	None	N/A	None	N/A	✔	✔
4. Biographical Sketch(es) is required for each Senior Personnel/PI/Co-PI.	PAPPG Program Description Program Announcement	Error	✔	✔	✔	✔	✔	✔	✔	N/A	✔	N/A	None	None
	Program Solicitation	Error	✔	✔	✔	✔	✔	✔	✔	N/A	✔	N/A	✔	✔
5. Primary Budget is required.	PAPPG Program Description Program Announcement	Error	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔	None	None
	Program Solicitation	Error	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔
6. Budget Justification for the Primary Organization is required.	PAPPG Program Description Program Announcement	Error	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔	None	None
	Program Solicitation	Error	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔	None	None
		Warning	None	None	None	None	None	None	None	None	None	None	✔	✔
7. Budget Justification for each Subrecipient Organization is required.	PAPPG Program Description Program Announcement	Error	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔	None	None
	Program Solicitation	Error	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔	None	None
		Warning	None	None	None	None	None	None	None	None	None	None	✔	✔
8. Current and Pending Support is required for each Senior Personnel/PI/Co-PI.	PAPPG Program Description Program Announcement	Error	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔	None	None
	Program Solicitation	Error	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔	✔
9. Facilities, Equipment, Other Resources is required.	PAPPG Program Description Program Announcement	Error	✔	✔	✔	✔	✔	✔	✔	N/A	✔	N/A	None	None
	Program Solicitation	Error	✔	✔	✔	✔	✔	✔	✔	N/A	✔	N/A	None	None
		Warning	None	None	None	None	None	None	None	N/A	None	N/A	✔	✔

https://www.nsf.gov/bfa/dias/policy/autocheck/compliancechecks_jan17.pdf

2017 Notional Timeline (Subject to Change)



Q&A

Next Steps and ERA Forum Resources

Survey	https://www.surveymonkey.com/r/NSF_ERA_FORUM
ERA Forum Email	Send an email to nsferaforum@nsf.gov
Subscribe to ERA Forum Listserv	Send an email to nsf-era-forum-subscribe-request@listserv.nsf.gov
NSF ERA Forum Website	https://www.nsf.gov/bfa/dias/policy/era_forum.jsp