

October 2021 Newsletter

In this issue:

- New Grants Specialist
- National Science Foundation (NSF)
- National Institutes of Health (NIH)
- Grants.gov
- Unique Entity Identifier (UEI)
- Save the Date

New Grants Specialist



The Office of Sponsored Programs said goodbye to Loralin Welch in December. In January, we welcomed Lisa Nalker as our new Grants Specialist. Lisa relocated to the Shenandoah Valley last year, after spending 25 years as a program manager with the American Society for Microbiology in Washington, D.C. Lisa grew up in Lewisburg, West Virginia, and loves being back in the mountains surrounded by beautiful views in all directions.

National Science Foundation (NSF)

Revised version of the [Proposal & Award Policies & Procedures Guide \(PAPPG\) \(NSF 22-1\)](#) has been issued.

The new PAPPG will be effective for **proposals submitted or due on or after October 4, 2021**. Significant changes include:

- A new section covering requests for reasonable accessible accommodations throughout the proposal process or requests for accessibility accommodations to access NSF's electronic systems, websites and other digital content;
- A table entitled, [NSF Pre-award and Post-award Disclosures Relating to the Biographical Sketch and Current and Pending Support](#). This

table identifies where pre- and post-award current and pending support disclosure information must be provided. Proposers and awardees may begin using this table immediately;

- Increasing the page limit for the biographical sketch from two to three pages;
- Updates to the current and pending support section of NSF proposals to require that information on objectives and overlap with other projects is provided to help NSF and reviewers assess overlap/duplication;
- Adding planning proposals and Career-Life Balance supplemental funding requests as new proposal types;
- Updates to travel proposals will require that AORs certify that prior to the proposer's participation in the meeting for which NSF travel support is being requested, the proposer will assure that the meeting organizer has a written policy or code-of-conduct addressing harassment.

You may view the full update [here](#)

Senior Personnel Checklist

If you are senior personnel on a NSF proposal, please plan to provide the following for the submission:

- NSF Style Biosketch - must either be completed within [SciENcv](#) or on the NSF PDF template, which is available at:
<https://www.nsf.gov/bfa/dias/policy/biosketch.jsp>
- NSF Current and Pending - must be completed in [SciENcv](#) or using the NSF PDF template, which is available at
<https://www.nsf.gov/bfa/dias/policy/cps.jsp>
 - Please note that this proposal will need to be listed as pending.
- NSF Collaborators and Other Affiliations Document
 - Additional information about this form is available at the following URL: <https://nsf.gov/bfa/dias/policy/coa.jsp>
- If you do not already have a current disclosure form on file with the Office of Research Integrity, please complete and submit a disclosure form to the [Office of Research Integrity](#) before the deadline. This form is to be submitted annually as long as the project is pending or current and is available at the following URL:
<http://www.jmu.edu/researchintegrity/fcoi/fcoiform.shtml>

Research.gov Implementation Update: Moving Away from Fastlane to Research.gov

We encourage principal investigators to start using Research.gov instead of Fastlane for NSF proposal submission. NSF is now taking proactive steps to incrementally move the preparation and submission of all proposals from FastLane to Research.gov with a tentative target date for completion by 2022.

National Institutes of Health (NIH)

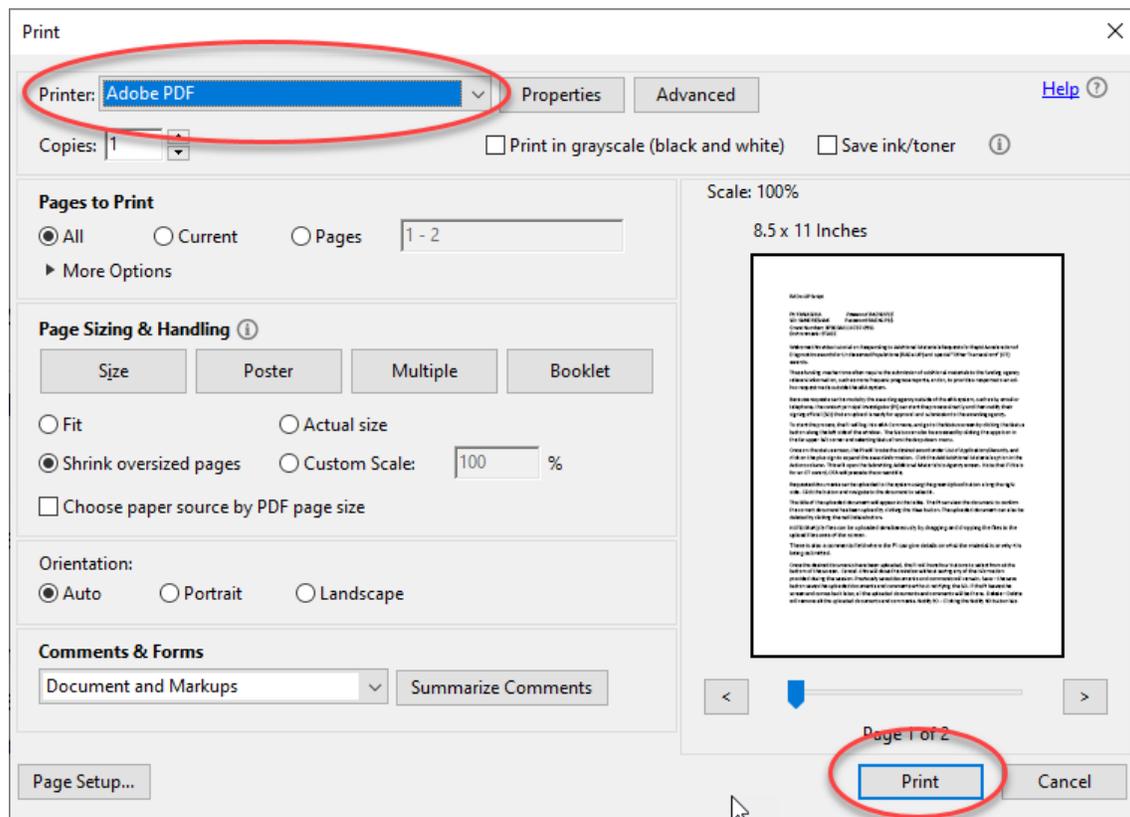
Although not required until January 2022, and more and more applicants and recipients are transitioning now to the updated formats and instructions for biosketch and other support documents. These improved resources are accessible at the following URLs:

- Biosketches- <https://grants.nih.gov/grants/forms/biosketch.htm>
- Other Support - <https://grants.nih.gov/grants/forms/othersupport.htm>

eRA Information: Reminder to “Flatten” PDFs for Just-in-Time and RPPR Before Uploading to eRA Commons

If a PDF for a Just-in-Time and RPPR submission is not flattened before the upload to eRA Commons, this may lead to an error. PDFs that have fillable fields, electronic signatures, text boxes or images inserted, become layered, with each of these elements representing a layer. Flattening a PDF merges these separate elements into one flat layer. There are a number of methods to flatten a PDF, the easiest of which is to print it as a PDF. Please see the instructions below:

To do this, go to File>Print, select the printer option from the menu that has a PDF option. Click the Print button and name the file.



Grants.gov

PDF Requirements

You may also need to upload ‘flattened’ PDFs in grants.gov workspace. Below is a common workspace message:

“The following attachment is not included in the view since it is not a read-only PDF file. Upon submission, this file will be transmitted to the Grantor without

any data loss.”

If you upload a ‘flattened’ PDF, you will not receive the above message. However, some sponsors may need you to submit the PDF as it is, because the sponsor requested a non-PDF, or complex PDF file type.

Unique Entity Identifier (UEI)

Starting on April 4, 2022, the Data Universal Numbering System (DUNS) Number will be replaced by a “new, non-proprietary identifier” requested in, and assigned by, the System for Award Management (SAM.gov). This new identifier is being called the Unique Entity Identifier (UEI). JMU’s unique entity identifier is: MVTKSCN6NMH3

This and other frequently required information for grant applications are available on the OSP website at the following URL:

<https://www.jmu.edu/sponsoredprograms/forms-tools-resources/frequently-required-info-for-applications.shtml>

Save the Date:

Oct. 4-8

- Free [Fall 2021 NSF Virtual Grants Conference](#)

Nov. 1-4

- Free [Fall 2021 NIH Virtual Seminar on Program Funding and Grants Administration](#)

Nov. 17

- Noftinger Celebration of Madison Scholarship & Recognition Reception

March 10

- Grant Proposal Groundwork (TD2354): Thurs., March 10, 2022, from 2:00 – 4:00 PM

March 24

- *Grant Proposal: Building a Budget (TD2355)*: Thurs., March 24, 2022, from 2:00 – 4:00 PM
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Office of Sponsored Programs | James Madison University | 540-568-6872 | grants@jmu.edu

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November 2021 Newsletter

In this issue:

- **Grant Application Resources**
- **JMU is Rocking It in External Funding!**
- **New System for JMU Procurement Services**
- **National Institutes of Health (NIH)**
- **Save the Date**

OSP is your Partner - Grant Application Resources

Did you know that the Office of Sponsored Programs is here to make you shine? With over 90 years of combined expertise at JMU, the seven-member OSP team partners with you to make your grant lifecycle experience – from exploring funding opportunities to spending the last dollar of your hard-earned awards – as smooth and simple as possible. Your success is our success. Nothing makes us happier than receiving a notice of award!

Check out all the online resources we have available:

[The Process](#)

[Sponsored Programs: Forms, Tools, and Resources - JMU](#)

COVID Didn't Slow Us Down – JMU is Rocking It in External Funding!

November 17 is the day we celebrate JMU's success in external funding at the Noftinger Celebration of Madison Scholarship. Get a sneak peek at this year's OSP presentation highlighting the top grant award winning PIs and revel in the University's FY21 award success:

[OSP Recognition Reception Award Reports](#)

New System for JMU Procurement Services

Procurement Services is preparing for the launch of the state's new eProcurement system, eVA. While you may not use eVA, the transition to the new system could impact you. Small dollar purchasing this calendar year should be completed no later than December 13th. Larger dollar purchases will have longer lead times due to eVA restricting solicitations from being posted, as a result, these will not be processed until January 2022. The sooner you can involve Procurement with your needs, the better!

Even if you do not have direct purchasing responsibilities, please keep in communication with those that handle the purchasing for your department so your needs can be met. Further communications on the transition will be sent only to those on the eVA listserv.

National Institutes of Health (NIH)

Revised Biosketch and Other Support Policies

Although not required until January 2022, more and more applicants and recipients are transitioning now to the updated formats and instructions for biosketch and other support documents. These improved resources are accessible at the following URLs:

Biosketches-

<https://grants.nih.gov/grants/forms/biosketch.htm>

Other

Support-<https://grants.nih.gov/grants/forms/othersupport.htm>

eRA Reminder:

Password Moving to Passphrase for eRA Commons Users Starting November 17, 2021

Effective November 17, 2021, users of eRA Commons (including Commons Mobile, ASSIST, and IAR) who change their passwords will be required to use a passphrase — a set of random words or a sentence at least 15 characters long — instead of a password. The change is designed to make passwords easy for users to remember but hard for others to guess.

Even though eRA is moving to use of two-factor authentication ([Login.gov](#) or [InCommon Federated Account](#)), users still need to maintain their eRA Commons username and password/passphrase and will get reminders to reset the password annually. With this move, users will need to change their passphrase only once a year (as opposed to the current NIH policy that requires passwords to be changed every 120 days).

eRA users can reset their password by clicking the Forgot Password/Unlock Account link on the eRA Commons Login screen; see Figure 1. This link brings up the *Reset Password* screen where users enter their eRA Commons user ID and email associated with their eRA account.

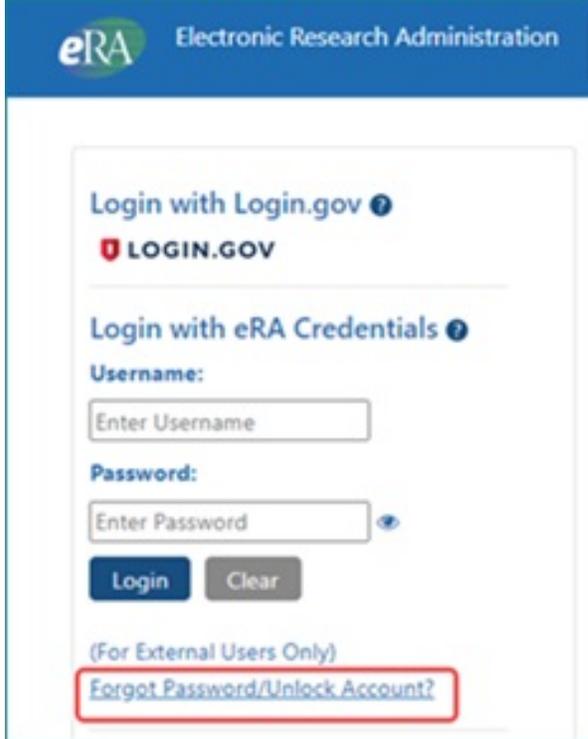


Figure 1:
Forgot Password/Unlock Account link on eRA Commons Login screen.

Users then receive an email with a temporary password. Upon eRA Commons login with the temporary password, which can be copied from the email and pasted into eRA Commons screens, the *Change Password* screen appears; see Figure 2. They might also be forwarded to this screen if logging into a new account or if their administrator has reset their password.

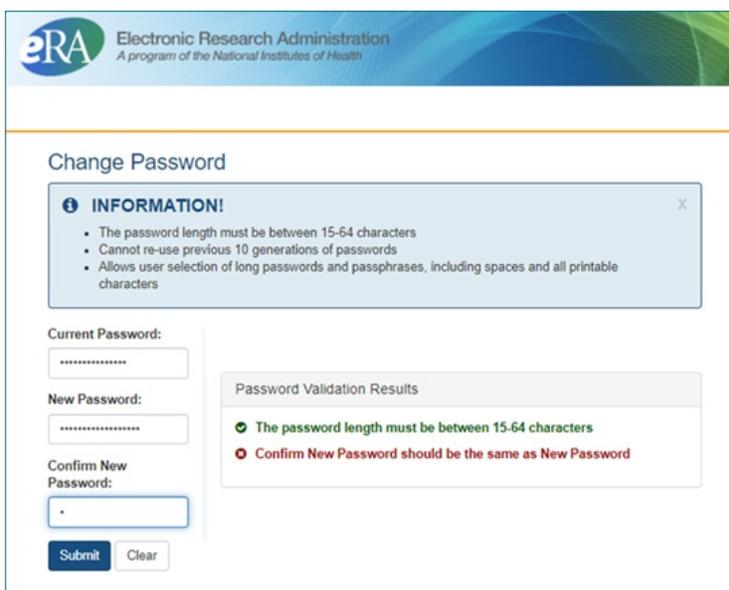


Figure 2: *eRA Commons Change Password screen.*

When the validation messages on the right indicate that password requirements have been met, the user clicks the **Submit** button to change the password.

After November 17, if eRA Commons users reset their passwords for any reason, they should keep the following password requirements in mind:

- Password length is 15 characters minimum.

- Password can be phrases including spaces and all printable characters, but special characters are not required.
- Going forward, passwords must be reset less frequently, only once per year.
- The password is case sensitive and cannot be reused within 10 passphrase cycles.

Please look for updated content and an updated eRA password policy document on **November 17** on the [Change Password](#) page of the eRA website.

Save the Date:

Nov. 17- Noftsinger Celebration of Madison Scholarship & Recognition Reception

March 10-Grant Proposal Groundwork (TD2354): 2:00 – 4:00 PM

March 24- Grant Proposal: Building a Budget (TD2355): 2:00 – 4:00 PM

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