Dare to Collaborate

Research Administrator Conference
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Dare to Collaborate

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Learning Objectives

• Define Interdisciplinary Research (IDR)
• Describe the IDR process
• Clarify roles & responsibilities in the IDR process
• Introduce valuable tools for use in IDR
Interdisciplinary Research

• Characteristics
  – Can be multi-institutional
  – Definitely multi-discipline (across dept, across college)

• Current trend of funding

• Challenges
  – Requires SHARING (Complex Collaboration)
    • F&A distribution
    • Sponsored Activity Incentive
F&A Distribution

- The F&A revenue distribution is separated by the source of funds (STATE, FED, OTHER). It is distributed as follows: 1% to Unemployment, 2% (as of FY11, 3% as of FY12) to Research Office and the remaining distribution is according to the college standard (which varies), but can be manipulated by project.

<table>
<thead>
<tr>
<th>Federal F&amp;A distribution example</th>
<th>Other F&amp;A distribution example</th>
<th>State F&amp;A distribution example</th>
</tr>
</thead>
<tbody>
<tr>
<td>1% UNEM_FED</td>
<td>1% UNEM_OTH</td>
<td>1% UNEM_ST</td>
</tr>
<tr>
<td>2% RO_FED</td>
<td>2% RO_OTH</td>
<td>2% RO_ST</td>
</tr>
<tr>
<td>97% ENGR_FED</td>
<td>97% ENGR_OTH</td>
<td>97% ENGR_ST</td>
</tr>
</tbody>
</table>
Sponsored Activity Incentive

- Participation in sponsored activity for a given college is defined in the general ledger as expenditures grouped by deptid values (Deptid value example: 02522) which are affiliated with a given college. Therefore it is critical to the research incentive that expenses are coded properly.
**Multiple PI Standard Example**

**Award ID:** ABCDE1234  
**Award PI:** Dr. Jones, Electrical & Computer Engineering  
**Project PI’s:** Dr. Jones, ELEG; Dr. Smith, BISC; Dr. Jaynes, CANR  
**Project codes established:** ELEG123456, BISC123456, ENTO123456 respectively

**F&A established:**

<table>
<thead>
<tr>
<th>Deptid</th>
<th>Research Budget</th>
<th>Research Budget</th>
<th>Research Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>03130</td>
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<td>1% UNEM_FED 1% UNEM_FED</td>
<td>1% UNEM_FED 1% UNEM_FED</td>
</tr>
<tr>
<td>02527</td>
<td>2% RO_FED 2% RO_FED</td>
<td>2% RO_FED 2% RO_FED</td>
<td>2% RO_FED 2% RO_FED</td>
</tr>
<tr>
<td>021XX</td>
<td>97% ENGR_FED 48.5% ARSC_FED</td>
<td>69% AGRI_FED 48.5% BISC_FED</td>
<td>28% ENTO_FED 48.5% BISC_FED</td>
</tr>
</tbody>
</table>

[http://www.udel.edu/research](http://www.udel.edu/research)
Interdisciplinary Example

Award ID: ABCDE1234
Award PI: Dr. Jones, Mechanical Engineering (working with Delaware Rehab. Institute)
Project PI’s: Dr. Jones, MEEG; Dr. Smith, BISC; Dr. Jaynes, CANR
Project codes established: MEEG123456, MEEG123457, BISC123456, ENTO123456 respectively

F&A established:
MEEG123456 MEEG123457 BISC123456 ENTO123456
Deptid: 03140 Deptid: 03140 Deptid: 02527 Deptid: 021XX
Admin Research Research Research
Budget Budget Budget Budget
1% UNEM_FED 1% UNEM_FED 1% UNEM_FED 1% UNEM_FED
2% RO_FED 2% RO_FED 2% RO_FED 2% RO_FED
97% DERI_FED 97% ENGR_FED 48.5% ARSC_FED 69% AGRI_FED
48.5% BISC_FED 28% ENTO_FED

http://www.udel.edu/research
New level of Complexity

- More people
- More institutions
- Greater Budget capacity
- Complex budget

- NEED MORE TIME
SharePoint
Accessing the site

- Works best with Internet Explorer
- Password issues
  - Try logging in and logging back out to the UD central system (http://www.udel.edu/network)
  - Try using the first eight characters of your UD password
- Having trouble in the evening?
  - UD runs “back up” to all systems in the evening- try again in 20 minutes
- Call the IT’s help center @ 302-831-6000
Accessing folders or finding proposal material within the site

Call Leigh Botner @ 302-831-7088 or email @ lbotner@udel.edu
Where can I find the following proposal material?

- Sponsor’s full solicitation/guidelines
- Major deadlines
- Agreed upon font, margin, and title of proposal
- Proposed project period
- Participant names and contact information
- Project meeting dates, time, and meeting place
- Sponsor forms/templates/examples
- UD subrecipient form
- Checklist of materials for subrecipients
- Copies of prior proposals

http://www.udel.edu/research
How do I upload my document?

• Click on applicable folder
• Select Upload
• Click on Upload Document or Upload Multiple Documents
Need to move a document(s) into a folder?

• From the documents folder, choose Actions – Open with Windows Explorer (requires use of Internet Explorer)
• Log in if prompted, move files as needed
Want to learn more?

- To learn more about other exciting SharePoint features like connecting a SharePoint site calendar to Outlook or setting up alerts, contact the IT help center at 302-831-6000. SharePoint consultations and demo’s are also available via the IT help center.
Roles & Responsibilities Matrix

- PreAward
  - Proposal Preparation for the Sponsor
  - Proposal Preparation of Subawards
  - Proposal Preparation in PeopleSoft
- PreAward – Submitted in collaboration with Proposal Development (Central)
- Post Award Monitoring/Management
- Effort Certification
- Billing and Collections
Interactive Exercise

NIH invites applications for COBRE from investigators at biomedical research institutions.

The objective of the COBRE initiative is to strengthen an institution’s biomedical research infrastructure through the establishment of a multi-disciplinary center.
Colleges & Departments

- Dr. James in the College of Engineering is going to be the Lead PI on the submission. There will be 5 co-PI’s involved:
  - 2 from Department of Biology,
  - 1 from Department of Chemical Engineering,
  - 1 from Plant & Soil Science,
  - 1 from DBI.
Details & Decisions

- Dr. James has decided that he would like the Delaware Biotechnology Institute to lead the proposal submission. Each Co-PI will have a budget. Personnel may be included in the budget. The Co-PI from DBI will cost share his time and will have no other budget.
Some (but not all) Considerations

1. What department code will the proposal be submitted under?
2. What department(s) will receive the research Incentive?
3. How will the F&A be distributed?
4. How many projects/purpose codes will be set up?
5. Who will need to approve the webform?
Group Assignments

• Group 1 – PreAward
• Group 2 – Post Award
• Group 3 - Closeout
Discussion & Questions

• Provide insights
• Are there surprises?
• What did you learn or confirm?
Re-cap

• Communication is key to success
• Use tools toward efficiency
• COMMUNICATION is key to success
• Ask questions and make no assumptions
• COMMUNICATION IS KEY TO SUCCESS
Questions??
Thank you for attending

Learn, Share, Communicate