

Memorandum

To: Business Managers and Active Principal Investigators
From: Carol Sprague, Director
Date: 03/14/03
Re: Items of Interest

There are a few items of interest and reminders that I would like to take this opportunity to share with you. If you have any questions regarding any of the items, please feel free to contact me.

1. Fringe benefits - The fringe benefit rate for FY 04 has increased to 23.1%. Here is the link for the revised OGCA Fact Sheet for your reference <http://www.umass.edu/research/ogca/fact/hpfact2k.htm>
 2. National Institutes of Health - UMass Amherst is now a registered user of the NIH Commons. The Commons, as it currently stands, allows you to check the status of any of your NIH proposals and awards. In addition, NIH is currently conducting a pilot program for the electronic submission of non-competing continuations, which I believe will be open to everyone very soon. If you wish to have a PI account set up within the Commons, please email me. The system requires that we add your date of birth and SS# into their system, so please include this in your email request.
 3. Award slips Via Email - Thanks to the efforts of Dan Harper and some of our other staff, we are now able to provide you an email version of our award slip that goes to the Accounting Office once OGCA has accepted an award. This will be transmitted to you and to your Business Manager, if you have designated one to us, on the same day that we transmit your award to the Controllers Office for account set up. If this is a new account and there is not an existing account number, one will not show on the form. The Controllers Office will be notifying you directly as is their current practice.
 4. Publications and conference presentations - It has recently been brought to our attention by a couple of our sponsors that UMass has violated the terms of our contract because faculty members have released information regarding a research project to the press and/or at a conference without the "prior notification" to the sponsor. Please note that all of our State awards, along with most private industry agreements, contain clauses which require you to submit a copy of any publication, presentation or press release for the sponsor's review and comment prior to release. This may also come up in some federal awards as well. Please make sure that you familiarize yourself with the terms and conditions of your award. A copy of your award is provided to you at the time a Principal Investigator Award Agreement (PIAA) is sent. Please make sure you keep your copy and familiarize yourself with the terms of the agreement which you are agreeing to when you sign the PIAA.
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5. Electronic Status Checks - Due to the efforts of Dan Harper, Leanne Every and Wayne Gelineau, OGCA released to the campus community, via our homepage, a service called Jordan Online (JOL). JOL was designed to allow you access to the current status of all your proposals and awards. JOL is located on our homepage located at <http://ogca.admin.umass.edu/>. Click on "Status Search," and it will bring you to the site where the status check can be done. In order for you to log in, you must know your Employee ID #.
