NIH REGIONAL SEMINAR ON PROGRAM FUNDING AND GRANTS ADMINISTRATION
RIVERSIDE  2006  DRAFT PROGRAM

WEDNESDAY, MAY 31, 2006

7:00-8:00 a.m.  REGISTRATION/CONTINENTAL BREAKFAST

8:00-8:15 a.m.  Welcome/Introduction of Program and Seminar Faculty
    Joe Ellis

PLENARY SESSION 1

8:15-9:30 a.m.  BIG ROOM  NIH Fundamentals
    Annette Hanopole and Chuck Selden
    Starting with the basics: NIH structure, budget, funding plans, council activities, NIH staff roles
    and responsibilities, mechanisms of support. Includes fundamentals of regulations, policy and
    grants administration. An overview for all attendees.

8:15-9:30 a.m.  Small room  Small Business Research Funding Opportunities (SBIR/STTR)
    Kathleen Shino
    Overview of the SBIR/STTR Programs, including ways industry and academia can develop mutually
    beneficial partnerships. For investigators seeking to commercialize their discoveries

9:30-9:45 a.m.  BREAK

9:45 -11:45 a.m.  PLENARY SESSION 2

9:45 -11:45 a.m.  BIG ROOM  Take a Walk through the SF424 (R&R) Grant Application
    Marcia Hahn
    NIH is in the process of converting from the PHS 398 to the SF424 (R&R) (Research and
    Related) grant application. This talk will provide an overview of the transition and show you how
    to work with the new SF424 (R&R) grant application. For all attendees.

11:45 a.m. – 1:15 p.m.  BIG ROOM  LUNCH
    Join a faculty member’s table for lunch or take a few moments to stop by NIH’s electronic
    Research Administration (eRA) booth. This is a great time to get questions answered!

1:15pm – 3:15pm  CONCURRENT SESSION 1

Office of Human Research Protections
    Lynda Lahl
    Human subjects protections, institutional review boards, assurances, compliance, informed
    consent, reporting adverse events. For business officials and investigators

All About Costs (to be repeated)
    Diane Dean and Kathy Hancock
    A discussion of pre- and post-award costing issues, including pointers and pitfalls of preparing
    budget requests, expenditure and reporting of grant funds and other important topics. For
    investigators and administrators.
**Research Training Awards**  
*Walter Goldschmidt* and *George Gardner*

Issues specific to grants awarded under the auspices of Ruth L. Kirschstein National Research Service Awards, specifically Individual Fellowships and Institutional Training Grants. Administrative and programmatic aspects of training grants and fellowships will be discussed, including application preparation tips. For investigators and administrators.

**Budget Basics for Investigators** (to be repeated)  
*Micahl Sesma, Roger Sorensen and Joe Ellis*

Tips on how to calculate and defend your budget request. For investigators

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**BIG ROOM**  
**Scientific Peer Review**  
*Anthony Coelho*

Understanding the NIH peer review process can improve your chance of getting funded. Learn how to use the peer review process to your advantage. Intended for investigators.

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3:15pm-3:30pm  
**BREAK**

3:30pm-5:00pm  
**CONCURRENT SESSION 2**

**Advanced Administrative Topics**  
*Joe Ellis* and *Annette Hanopole*

Oversight and coordination of complex award mechanisms, including clinical trials, multi-site projects, program projects, etc. adds additional responsibilities for PIs and administrators. Come learn the ins and outs of managing research grants in an increasingly complex environment, and how to handle less common situations such as changes in PI, scope, institution; sabbaticals, etc. …For administrators.

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**Electronic Application Submission for Administrators** (will be repeated)  
*Megan Columbus, Scarlett Gibb, Mark Siegert, and Cathy Walker*

This session will provide an overview of submitting an application electronically to NIH through Grants.gov and ways to interact with NIH electronically post-award.

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**Data and Model Organism Sharing Policies** (will be repeated)  
*JP Kim* and *Marilyn Miller*

This session includes sharing data, writing data sharing plans in applications asking for more than $500,000, and writing plans for sharing Model Organisms in all application asking for support of their development. For investigators and technology transfer specialists.

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**BIG ROOM**  
**Grant Writing for Success**  
*Anthony Coelho*

Insights and helpful hints on preparing an application for submission. Mainly for junior investigators yet of interest to anyone involved with preparation of the scientific portion of the application.

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**Human Subjects Issues for Experienced Investigators**  
*Valery Gordon*

Intended for investigators who have some experience with human subjects research and have specific questions.

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5:30-7:00 p.m.  
**RECEPTION**

Join the faculty for informal discussion in a relaxed, after-hours setting. A fiesta on the Mall and visits to the University of California at Riverside Photography Museum and Sweeney Art Gallery
THURSDAY, JUNE 1, 2006

7:15-8:00 a.m.  CONTINENTAL BREAKFAST

8:00-9:30 a.m.  CONCURRENT SESSION 3

**Current Issues at NIH**  (will be repeated)
*Joe Ellis and George Gardner*
An overview of administrative and policy changes affecting NIH and its grantees. Targeted towards administrators and investigators with NIH experience.

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**All About Costs**  (repeat)
*Diane Dean and Kathy Hancock or Jeanette Gordon*
A discussion of pre- and post-award costing issues, including pointers and pitfalls of preparing budget requests, expenditure and reporting of grant funds and other important topics. Targeted for investigators and administrators.

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**Data and Model Organism Sharing Policies**  (repeat)
*JP Kim and Marilyn Miller*
This session includes sharing data, writing data sharing plans in applications asking for more than $500,000, and writing plans for sharing Model Organisms in all application asking for support of their development. For investigators and technology transfer specialists.

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**Research Integrity**
*Valery Gordon and Susan Kauble*
How to avoid research conflicts of interest, how to recognize and avoid research misconduct, how to handle allegations of research misconduct. For investigators and administrative faculty

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9:30 -10:00 a.m.  BREAK

10:00 -11:30 a.m.  CONCURRENT SESSION 4

**Compliance Basics for the NIH Grantee**
*Diane Dean, Susan Kauble and Kathy Hancock or Jeanette Gordon*
A discussion of common compliance issues at grantee institutions. For administrators.

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**Open Format Question and Answer Session**
*All available faculty*
Answering any and all questions. Intended for all audiences.

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**BIG ROOM**

**How the NIH Program Official Works with Investigators**
*Roger Sorensen and Michael Sesma*
Come hear how NIH Program Officials can assist investigators at all steps in the granting process, from developing ideas and preparing a grant application, to helping with issues that may arise before and after the grant review meeting, and, finally, after an award has been made. This session will address how and why NIH holds scientific workshops, and why NIH sponsors research initiatives (like RFAs).

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**BIG ROOM**

**Interacting with NIH Electronically—for Investigators**  (will be repeated)
*Megan Columbus, Scarlett Gibb, Mark Siegert, and Cathy Walker*
This session will provide an overview of submitting an application electronically to NIH through Grants.gov and ways to interact with NIH electronically post-award, This session will provide an overview of investigators’ roles when submitting an application electronically to NIH through Grants.gov and will also show how and when to use the NIH Commons to interact with NIH electronically post-award, including registering for the NIH Commons, getting a DUNs number and registering for the central contracting registry (CCR).
Small Business Research (SBIR/STTR)  Building University and other Research Partnerships – The Good, the Bad and the Ugly
Kathleen Shino (and two NIH funded SBIR/STTR researchers)
Building University and other Research partnerships can enhance your SBIR or STTR project, and this session provides insights concerning how to foster and maintain strategic relationships that lend credibility to your proposal and attract outside investors.

Current Issues at NIH  (repeat)
Joe Ellis and George Gardner
An overview of administrative and policy changes affecting NIH and its grantees. Targeted towards administrators and investigators with NIH experience.

11:30 p.m.- 1:00 p.m.  BIG ROOM  LUNCH
Join a faculty member’s table for lunch or take a few moments to stop by the eRA booth. This is a great time to get questions answered!

1:00-2:30 p.m.  CONCURRENT SESSION 5

Electronic Application Submission for Administrators (will be repeated)
Megan Columbus, Scarlett Gibb, Mark Siegert, and Cathy Walker
This session will provide an overview of submitting an application electronically to NIH through Grants.gov and ways to interact with NIH electronically post-award.

Office of Laboratory Animal Welfare
Axel Wolff
Animal Subjects Protections, Institutional Animal Care and Use Committees, assurances, compliance. For administrators and investigators.

Career Development Opportunities
Walter Goldschmidts and Marcia Hahn
NIH Career Development (K) awards provide research training opportunities for both research scientists and clinicians at various stages of their careers. The presentation will describe the various career award mechanisms and cover policies that apply to these awards. Targeted to administrators and investigators.

Research Involving Human Subjects
Valery Gordon
Insights on addressing research involving Human Subjects in your grant application. Includes review of HHS regulations, NIH policies, and guidance for research involving human subjects. Introductory level. Targeted for investigators.

2:30-2:45pm  BREAK

2:45-3:50p.m.  CONCURRENT SESSION 6

After the Award is Made…Then What?
Annette Hanopole and Roger Sorensen
What happens in your institution and at the NIH between grant award and closeout. Emphasis will be on business issues.
Late-Breaking Issues at NIH
Joe Ellis and Jo Anne Goodnight
We leave this time open to allow coverage of very recent developments.

Interacting with NIH Electronically – for Investigators (repeat)
Megan Columbus, Scarlett Gibb, Mark Siegert, and Cathy Walker
This session will provide an overview of submitting an application electronically to NIH through Grants.gov and ways to interact with NIH electronically post-award. This session will provide an overview of investigators’ roles when submitting an application electronically to NIH through Grants.gov and will also show how and when to use the NIH Commons to interact with NIH electronically post-award, including registering for the NIH Commons, getting a DUNS number and registering for the central contracting registry (CCR).

Research Contracts
Mary Adamik
What are they? How are they awarded? Who gets them? Should you try and get one?

SBIR-STTR: The NIH SBIR Technical Assistance Programs and other Research Resources
Kathleen Shino
Join this session to understand how NIH helps SBIR awardees to commercialize their SBIR-developed products. Find out what other assistance opportunities and research resources might be available to you.

4:00-5:00 p.m.  PLENARY SESSION 3

BIG ROOM  Mock Study Section Meeting
Anthony Coelho and the “Never Ready for Prime Time Players”
Experience the NIH peer review process in action! Entertaining and informative for anyone involved in the grant process.

Looking Ahead—Wrap-up session---Question and Answer Period
Joe Ellis and Jo Anne Goodnight
What’s on the horizon for NIH? What haven’t we answered for you in the last two days?

FRIDAY, JUNE 2, 2006

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<td>10:00 A.M.</td>
<td>ON CAMPUS</td>
<td>ELECTRONIC RESEARCH ADMINISTRATION -- COMPUTER LAB</td>
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The Computer Workshop will give institutional grant administrators and principal investigators hands-on-keyboard training on how to communicate with the NIH. This will feature the steps involved in completing and submitting an application for an NIH grant using the SF424(R&R) form via grants.gov. Instruction will also include how to register for an NIH eRA (Electronic Research Administration) Commons account, and how to get DUNS and CCR numbers. Trainees will be instructed on how to make fullest use of the NIH eRA Commons, a virtual meeting place where NIH extramural grantee organizations, grantees, and the public can receive and transmit information about the administration of biomedical and behavioral research.