

IN THIS ISSUE >>>

- News from NIH
- Faculty Spotlight
- University Data
- Proposal Timeline
- USDA Records Freeze
- Preprints
- Compliance



University of Tennessee Institute of Agriculture Sponsored Programs Office

2018 April

Office of Sponsored Programs Newsletter

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Message from the Director

> I hope Spring is finally here. The Office of Sponsored Programs has been busy. Please note that USDA has issued a freeze on records

disposal. This does not include NIFA but includes ARS, ERS, NASS, OCE, APHIS, AMS, OPMP and OSEC. **PLEASE, PLEASE** read the article on page 6.

Jane Burns and I have finalized the Resources for Investigators and have begun meeting with new Investigators. Our goal is to get to know them and their potential project areas. In addition, we review the many requirements associated with establishing a funded program at the University of Tennessee Institute of Agriculture. It has been a real pleasure to share in their excitement and learn about upcoming projects and initiatives. I hope this helps them get started on the right foot while providing a list of contacts for collaborations and the various UTIA compliance and program offices. Jane and I have also presented this

information during faculty meetings and although we are focusing on new faculty we certainly happy to meet with Investigators in all stages of their career. The form can be found on our website <http://agriculture.tennessee.edu/sponsoredprograms/forms.asp> under the Compliance section and is titled "Resources for UTIA Investigators".

NSF changed the process on March 26 on how new users register for an account. Current users will migrate to the new system, research.gov, when they log in. New users will be able to create accounts, request roles and manage their own accounts. Our office will be prompted to approve your role. All PIs and Co-PIs listed on the proposal must have a User ID.

Hope you enjoy this issue of our newsletter. Let us know how we can make it better and please send us information appropriate to share on our newsletter.

Thank You,

Debbie Hampstead

> **NIH Assisted Referral Tool and Updates to Opportunity Announcements**

A. **Assisted Referral Tool.** Through an application's cover letter or the currently optional "PHS Assignment Request Form," investigators may indicate their preferences for up to three NIH institutes or centers and study sections to which they would like their application assigned and not assigned.

A helpful tool to find appropriate study sections is the NIH Center for Scientific Review's Assisted Referral Tool (ART). This tool allows an investigator to enter their project title and an excerpt from their proposal. The tool uses this content to instantly match keywords to relevant study sections and indicates the relevancy strength. Per the NIH, ART is "fully automated and confidential" and "does not track or store submitted text."

To use ART, follow this link: <https://art.csr.nih.gov/ART/selection.jsp>

B. **Opportunity Announcements.** With the release of the NIH Forms E application package and accompanying instructions, the NIH has also updated its funding opportunity announcements. The NIH has released two separate program announcements (PA) for Parent Announcement, one for clinical trials and one where clinical trials are not allowed. These funding opportunity titles will read as follows:

- "ABC opportunity title (Parent Rxx Clinical Trial Not Allowed)," and
- "ABC opportunity title (Parent Rxx Clinical Trial Required)"

Other funding opportunity types, such as PARs or RFAs, may contain the suffix "Clinical Trail Optional" in the opportunity titles. These allow applicants to submit proposals with or without clinical trial components.

Please be sure you are retrieving the appropriate announcement for your applications and work with your sponsored programs coordinator, if you have any questions, to ensure your application is in response to the correct opportunity.

- For currently available funding opportunities, please visit [Grants.gov](https://www.grants.gov).
- A listing of current Parent Announcements can be found [here](#).

C. **NIH Salary Cap.** The NIH uses Executive Level II of the Federal Executive pay scale as its limitation on direct salary for individuals budgeted and charged to NIH grants and cooperative agreements.

- Retroactive to January 7, 2018, that salary limitation has now increased to \$189,600. Please note that no additional funds will be provided; however, awardees are able to rebudget awards if adequate funds are available.
- For more, please see NIH Notice Number: [NOT-OD-18-137](#).

USDA NIFA Funding Opportunities >>>

by Kathy Dalton

Several of the USDA NIFA funding opportunities are now available, so click [here](#) to search the NIFA website for all competitive Request for Applications (RFAs).

Hear Ye! Hear Ye! The USDA AFRI's funding opportunities will be out soon!

The [USDA NIFA AFRI](#) funding opportunity season is upon us. We hope to be notified soon of the AFRI RFAs availability. The approximate release date was March 2018, so they should be coming out soon.

Start preparing your ideas and getting your dream team together. We are here to help! Please email aggrant@utk.edu as soon as you are ready to start putting your plan together. It is better to contact us early and get on our calendar than to wait until the last minute. Also as a reminder, Dr. White and Dr. Rials' door is open and will help in any way they can.





Dr. Elizabeth Lennon ORCID 0000-0002-9988-4365



Dr. Elizabeth Lennon is an Assistant Professor of in the Department of Small Animal Clinical Sciences. She is board-certified in small animal internal medicine. She received her DVM from North Carolina State University, completed a rotating internship in small animal medicine and surgery at the University of Pennsylvania, and then returned to North Carolina State University for a small animal internal medicine residency, where she became interested in researching inflammatory bowel disease due to clinical frustration with treating this condition. Following her residency, she completed a PhD studying the role of the mast cell in intestinal inflammation.

Dr. Lennon splits her time between internal medicine clinics and her research lab. Her research focuses on anti-inflammatory mechanisms of mast cells in inflammatory bowel disease in order to improve currently available therapies for this debilitating condition. Dr.

Lennon's laboratory uses cellular and molecular biology techniques as well as bioinformatics approaches to discover new protective mechanisms in mast cells. Mast cells are present at the interface of the gastrointestinal mucosa and the intestinal microbiota, and are important cellular players that direct immune responses. Through addressing these questions, the Lennon laboratory hopes to improve our understanding of inflammatory bowel disease and to eventually design more effective treatments.

Create a sustainable research portfolio with ORCID

There's a lot of information about your research floating around on the Internet. But it's not usually doing you much good, because it's so hard to find and connect with a single person. I can't tell you how many times I have found an interesting article and wanted to find what else that person had written, and had to hunt up and down for that information. You've done the work of producing that research: make it easy to find!

- Andrew Dunning

You can read the rest of this article at: <https://orcid.org/blog/2018/02/15/create-sustainable-research-portfolio-orcid?ref=email>



Dr. Scott Stewart

Dr. Scott Stewart is a Professor and Extension Specialist in the Department of Entomology and Plant Pathology. He received a Master's degree from Texas A&M, a PhD from Auburn University, and worked at Mississippi State University before coming to Tennessee in 2002. Scott is stationed at the West Tennessee Research and Education Center. His job is to provide extension agents, growers, crop consultants, and other agricultural professionals with the best information on managing insect pests of field crops such as cotton, corn, soybean, and wheat. Scott's program is primarily funded with support from commodity boards, federal grants, industry contracts, and gifts. Presenting educational programs and development of online training materials are a big parts of his effort. Scott, his support team and graduate students also perform applied research related to insecticide efficacy, GMO technologies, pollinator health, and other pest management issues. He enjoys working closely with his colleagues within UTIA and those in neighboring states, but the best part of his job is "giving the right advice at the right time". He loves the immediate gratification of Extension and says "nothing is more gratifying than going home knowing you saved someone money that day".



Tom Denes has been an Assistant Professor of Molecular Food Microbiology in the Department of Food Science since August of 2016. He has a B.S. from The Evergreen State College, in Olympia, WA, and a Ph.D. in Comparative Biomedical Sciences from Cornell University, Ithaca, NY. Tom's research focuses on understanding the interactions between bacteriophage (viruses of bacteria, or "phages") and pathogenic bacteria. A goal of his research is to generate knowledge that can be used to develop new bacteriophage-based applications for food safety (biological controls) and animal health (alternative to conventional antibiotics) that will be effective for long-term use. Research in Tom's lab uses genomics approaches such as whole genome sequencing and RNA sequencing as well as traditional microbiology and genetics methodologies. In parallel with his lab's research, Tom provides mentoring and guidance to the graduate students, post-docs, and undergraduates working in his lab to prepare them for future careers as microbiologists in academia, industry, and government. Since 2017, Tom has served as a co-director for the Tennessee Integrated Food Safety Center of Excellence. One of his goals in this role is to bring new genomic analysis capacity to the center and the region it serves, in order to provide information to epidemiologists that will assist in their investigations of potential foodborne pathogen outbreaks.



Click [HERE](#) to take a look at the **Analysis of the FY17 Omnibus Appropriations Bill: Implications for Research, Higher Education, and Academic Medicine.**

#FundingOpp >>>

- > **The Faculty Development Team has launched a weekly funding digest** featuring information from the NIH Digest, round-ups from the Corporate and Private Foundations Office, limited submissions, and internal opportunities. **[Sign up to receive the digest here.](#)**
- > Use **Pivot** to search and save funding opportunities, set up funding alerts, or manage your scholar profile using your UT NetID. Use the **[Foundation Directory Online](#)** to search a database of the 10,000 largest private, community, and corporate foundations in the U.S.
- **USDA NIFA:** <https://nifa.usda.gov/page/search-grant>
- **NIH:** http://grants.nih.gov/grants/funding/funding_program.htm
- **Non-NIH Opportunities for Predoctoral & Graduate Researchers:** [link](#)
- **Postdoctoral Non-NIH Opportunities:** <https://www.fic.nih.gov/Funding/NonNIH/Pages/postdoctoral.aspx>
- **NSF:** <http://www.nsf.gov/funding/index.jsp>
- **Grants.gov:** <http://www.grants.gov/>
- **Tennessee State Government:** <http://www.tn.gov/ruraltaskforce/section/grants-resources>
- **Rural Assistance Center:** Various TN Funding Opportunities at <http://www.raonline.org/states/tennessee/funding>
- **Philanthropy News Digest (Foundation Center):** <http://philanthropynewsdigest.org/>
- **Morris Animal Foundation:** <http://www.morrisanimalfoundation.org/researchers/>
- **Grant Resources in Science, Math, and Integrated STEM:** <http://www.cesa2.org/programs/stem/STEMgrants.cfm>

- When preparing a proposal for funding, occasionally a sponsor will require the proposal to include University of Tennessee data such as student graduation rates, degrees granted, and demographics across various units and timespans. Quick Facts about the University can be found through the UTK homepage <https://www.utk.edu/aboutut/numbers/>.
- The Office of Institutional Research & Assessment can assist with more detailed statistics and reports, much of which can be found at the OIRA website <https://oira.utk.edu/>. For specific information that cannot be found, or to get a report of data that crosses a specific timespan, OIRA has launched a new online report request process. All requests to OIRA for official data and reports should be submitted through the Data Report Request Form <https://data.utk.edu/login.php>.
- OIRA is able to provide information on all UTIA units. They ask for a 2-week minimum lead time, but are sometimes able to accommodate urgent requests. Urgent requests with less than a 2-week lead time should be emailed to data_requests@utk.edu.
- For any further questions about obtaining data, please contact data_requests@utk.edu.

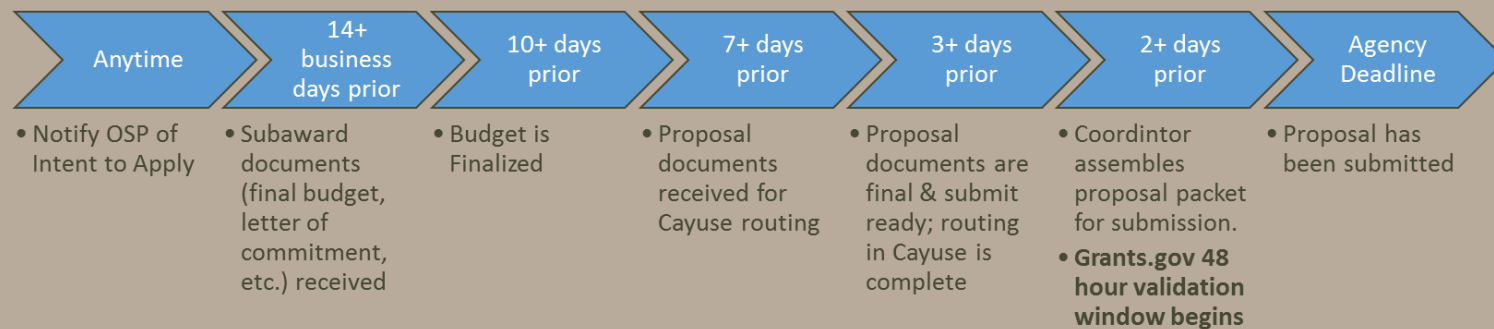


Proposal Timeline >>>

by Everly Manes

> The Office of Sponsored Programs is entering one of the busiest seasons for proposal submission and would like to clarify the proposal timeline with you, in order to provide the best service. As soon as possible, email aggrant@utk.edu with the funding opportunity including information such as list of collaborators, subcontracting institutions, and guidelines. The earlier you notify OSP, the earlier a Coordinator can begin working with you. When discussing the submission timeline with the Coordinator be sure to adjust the submission date according to your situation, for example if you need to submit early due to travel. Also, a proposal that includes subawards or multiple campuses will require additional time, since the subaward budgets need to be final before you and the Coordinator can finalize your proposal budget. It is imperative for the budget to be finalized early on as it can affect the approval process. If your budget does not include the correct amount of F&A, includes multiple departments and/or RECs, or requires cost-share, additional review time is needed. At least **seven** business days prior to the agency deadline, your **budget should be final** and (almost) final proposal documents should be submitted to the Coordinator in order to begin the routing process in Cayuse. Use the time your proposal is routing to put the finishing touches on your narrative to submit the **final** version to the Coordinator at least **three** days prior to the agency deadline. This is especially important when your proposal needs to be submitted via Grants.gov (Cayuse 424) as it will allow the Coordinator to assemble the proposal package and address any validation errors that may arise.

Questions? Contact your Coordinator or call 865-974-7357.



USDA Records Disposal Freeze >>>

The University of Tennessee has been notified by the United States Department of Agriculture that all non-federal partners and grant recipients are currently subject to a records disposal freeze. This means that the University must preserve all paper and electronic records associated with its grant proposals, awards, contracts, and agreements with the following USDA agencies and offices:

ARS – Agricultural Research Service

ERS – Economic Research Service

NASS – National Agricultural Statistics Service

OCE – Office of Chief Economist

APHIS – Animal and Plant Health Inspection Service

AMS – Agricultural Marketing Service

OPMP – Office of Pest Management Policy

OSEC – Office of the Secretary

*The records disposal freeze does **not** apply to the National Institute of Food and Agriculture (NIFA).

Do not delete or destroy any paper or electronic records associated with any USDA-funded projects associated with the agencies and offices referenced above, even if such records could be destroyed under the University's Records Management Policy. Applicable federal law broadly defines a "record" to include all books, papers, maps, photographs, machine-readable materials, or other documentary materials, regardless of physical form or characteristics, made or received in connection with the transaction of business associated with the agency. Items not included are library and museum material made or acquired and preserved solely for reference or exhibition purposes, extra copies of documents preserved only for convenience of reference, and stocks of publications and processed documents.

Also, please immediately forward this notice to any subcontractors working for the University on a contract funded by the USDA agencies or offices referenced above.

The records disposal freeze was based upon a Federal Freedom of Information Act request made to the USDA. We will provide further notice when the freeze is lifted or if some other action is required on your part.

If you have any questions about the records disposal freeze, please contact Jane Burns at janeburns@utk.edu or 974-7375.

Mentoring Workshop

If you mentor faculty or coordinate mentoring programs, the UTK Office of Provost is hosting a workshop ***Re-Thinking Mentoring Workshop: Building Communities of Inclusion, Support and Accountability.***

Please **RSVP** by Monday, April 16.

Preprints are Gaining Acceptance in Bioscience

by Isabella Baxter & Ann Viera, UTIA Librarians, Pendergrass Library

Preprints are complete and public drafts of a scientific document. Preprints are typically unreviewed manuscripts written in the style of a peer-reviewed journal article. Scientists issue preprints to speed dissemination, establish priority, obtain feedback, and offset publication bias.

1. The NIH announced in March 2017: **"The NIH encourages investigators to use interim research products, such as preprints,** to speed the dissemination and enhance the rigor of their work. This notice clarifies reporting instructions to allow investigators to cite their interim research products and claim them as products of NIH funding."

After seeking input from researchers, the NIH wrote: **"Overall, the RFI responses described interim research products as a relatively small change that can provide benefits to NIH processes, and science as a whole."**

From: <https://grants.nih.gov/grants/guide/notice-files/NOT-OD-17-050.html>.

2. We recommend: **"Ten Simple Rules..."** series: Bourne, Philip E. et al. **"Ten Simple Rules to Consider Regarding Preprint Submission."** *PLoS Computational Biology* 13.5 (2017): e1005473. *PMC*. Web. 28 Feb. 2018. **"Here, we formulate the message specifically for scientists in the form of ten simple rules for considering using preprints as a communication mechanism."** (From the abstract).

3. Keep careful track of versions of your work so you can archive openly to increase impact.

Guide here: <https://tiny.utk.edu/archiveopenly>.

> Data Management Plans

Most agencies now require Data Management Plans (DMPs) with proposals, and now is the time to consider the DMP you will include with your upcoming USDA AFRI or other proposals. Chris Eaker, Data Curation Librarian at Hodges Library, has created the following sessions to assist you:

- [Data Management Part I: Writing Your Data Management Plan](#)
- [Data Management Part II: Data Management Best Practices](#)
- [Using the DMP Tool](#)



Chris is available to assist you, as well. Contact him at ceaker@utk.edu or (865) 974-4404, or check out additional resources available at <https://www.lib.utk.edu/scholar/>.

> New Compliance Resources for Investigators

Are you a new investigator needing information about your responsibilities at PI? A mentor or other seasoned investigator trying to remember where to find the policy or form needed for *a visiting scholar, outside work for pay, conflict of interest*, etc.? Check out the [Resources for UTIA Investigators](#), which includes important links and compliance contact information.

Also now available is UTIA's new [Responsible Conduct of Research \(RCR\) website](#).



L to R : Debbie Hampstead, Jane Burns, Everly Manes, Liz Hebert, Will Helmrath, Cathy Creswell, Karin Langan, DeeDee Wilder, Kathy Dalton, Rumira Xhaferaj



WWW.PHDCOMICS.COM



UTIA Office of Sponsored Programs Facebook & Twitter pages are avenues we use to keep you up to date with the ever changing events in Research Administration.



An additional source of information is our web page. ([link](#))
You may submit questions, ideas or suggestions for improvements of our newsletter to aggrant@utk.edu.

