

Research Workshop – April 21, 2021

Questions/Answers/Comments:

- 1) Are these slides available in the Research Council Web Page? (Efren Ruiz)
 - All slides from the workshop will be available on the Research Council and Research Admin web sites

- 2) Is there an administration fee? What percentage? (Patsy Iwasaki)
 - Yes, there is. That fee is absorbed within the IDC rate, which depends on the particular funding source
 - It's important to calculate how much Direct Costs you would need to manage that project, then refer to ORS Indirect Cost rate page which shows the different rates depending on funding source and then include/add Indirect Costs when submitting a grant
[Indirect Costs – Office of Research Services \(hawaii.edu\)](#)
[Sponsor Specific Rates – Office of Research Services \(hawaii.edu\)](#)
 - Some agencies already have negotiated IDC rates (example: Fisheries Coop) which allow funding to get the Government rate
 - There are mechanisms to ensure that you are getting the best rate that applies for your research.

- 3) International extramural funding accepted? (Patsy Iwasaki)
 - Yes, we can accept funding from International sources, but it's important to allow additional time since International submissions can be complicated and take extra time making sure the University is able to meet the needs of the sponsor, application, etc.

- 4) Do you have any experience in submitting RUI proposals through NSF? (Efren Ruiz)
 - Research in Undergraduate Institution (RUI) – PI has the opportunity to explain the impact on their Institution but including that could push the PI over the top

- 5) The process of getting an account set up, following getting an award, can take quite some time and is more opaque to me than submission through MyGrant, etc. Do our staff, Nozomi and others, have the resources they need to deal with all the millions of emails they must be dealing with every day? (Ryan Perroy)
 - ORS staff are stretched very thin because they support all of the Community Colleges and some UH Manoa projects
 - Important to point out that ORS staff do not work solely for UH Hilo – they are employed by the System so they aren't obligated to provide pre-award support similar to what UHH used to have.
 - Research Council has been speaking with VCAA Kris Roney to make recommendations & advocate for the ORS staff to get more assistance

- 6) One of the NIH funding opportunities (SURE award) we qualify for requires an institutional letter outlining a "strategic plan for building research capacity and research excellence." This should be from a provost, president VP or similar (chancellor I'm guessing for us). Do we have a strategic plan or how would I/we go about building this document? (Scott Ferguson)
 - Provide that written request to Bruce/Jim/Sharon and we can develop those documents for you

- There have been grants in the past in which a General Overview of research was provided but it's important to demonstrate to the Institution that a "strategic plan" is valuable/necessary for certain funding opportunities
 - Would be helpful to develop a Strategic plan within the next 6 months so Scott can apply for this grant during the next round
 - Something Bruce and Jim need to proceed with and will add this as a topic when meeting with VC Roney next month
 - The UH System innovation info might be helpful for Scott's question regarding a Strategic Plan (Karen Pellegrin) <https://www.hawaii.edu/innovation/>
- 7) Pre Award staff is overworked. Besides starting the process early, is there anything else to help facilitate the submission process? Who do I go to with those questions? (Scott Ferguson)
- More communication from faculty is needed to go to the Vice Chancellor to justify the need for additional resources & more pre award support
 - Bruce Mathews would be the appropriate person to address concerns to
 - Jim Beets & other Research Council members are also available to address concerns
 - Sharon suggests to include your Dean on these requests so they are also aware of the concerns
- 8) We need a repository on the Research Council website that contains demographics for the University, demographics for number of graduates for each department, etc. for faculty to go to easily because agencies such as NIH now require that information (Lynn Morrison)
- UH Hilo has an Institutional Research person that could be used as a resource
- [Thiessen, Bradley "Brad" A.](#), *Director of Institutional Research*
Office of the Chancellor
(808) 932-7855
bat20@hawaii.edu
- 9) Suggestion from ORS to have a "Data Entry" person who assists the PI with uploading everything on to MyGrant (Nozomi Kanoho)
- This could also serve as an "Intent to Apply", which alerts Research support staff of upcoming submissions
- 10) Suggestion from ORS for Department Chair or Dean to actually review the entire proposal before just approving (Nozomi Kanoho)
- Important for Dept/Dean to really enforce timeliness of grant submission and hold PIs accountable if NOT enough time for ALL to review
 - Many times ORS can't thoroughly review the grant for compliance when cutting things so down to the wire
- 11) APD, ORS, RCUH...lots of letters. Please explain the difference between these. It's kind of confusing for people to know how they differ.
- Office of Research Services, under the UH System Vice President for Research and innovation, "strives to provide effective and efficient services to facilitate the stewardship of extramural funded activities and to promote innovation and creativity in partnership with the sponsors, university administrators and distinguished researchers in the University of Hawai'i System."

- ORS is the Authorized Organizational Representative for the University of Hawaii for Extramural funding.
- They are responsible for proposal review and submission to extramural sponsors. They review, negotiate, and accept/sign award agreements, as well as invoice and receive funds on behalf of UH. Post-award actions needing sponsor approval are also reviewed ORS Pre-Award Specialist.
- Our UH Hilo ORS pre-award person is Nozomi Kanoho. Our UH Hilo-post-award person is Toni Samio.
- RAPD (Research Administration and Project Development) – Under the leadership of Paula Gealon, the RAPD office is the UH Hilo Fiscal Administrator (FA) for all extramural awards to UHH. Paula, Lenore Puuohau-Pummill, and Christy Ancheta , in their capacity as FA, review and approve all transactions impacting extramural funds, including personnel.
- RCUH (Research Corporation of the University of Hawai'i) “was established by the Hawai'i State Legislature in 1965 as a public instrumentality and is attached to the University of Hawai'i for administrative purposes. To fulfill its mission, RCUH is exempt from certain state procurement and personnel laws. This allows RCUH to provide rapid and efficient financial and human resources services that enable its clients to be more productive and to meet their research, development, and training objectives in a timely manner.” To access their extramural funding, PIs and designees utilize the RCUH financial system for procurement, payment, and travel transactions and have the option of utilizing either the RCUH or UH systems for hiring personnel.
- UH Hilo Research Office – Check with your college/unit to see if they can assist with managing the fiscal matters of your project. If they are not able to provide that assistance, contact Dawn Namahoe and Mary Jo Riehm to assist you in spending on your project via the RCUH and UH systems. They are familiar with those online systems and procedures and can help you with your purchases, hires, etc.

Other Workshop Suggestions:

- Workshop in May focused on pre-award / MyGrant navigation (Karen Pellegrin)
- Presentation on how to navigate MyGrant. (Camlyn Masuda)
- Workshop or presentation like today about NEH application process and tips (Jiren Feng)
- Workshop on writing an RUI grant would be great. (Efren Ruiz)