In October 2016 the National Science Foundation (NSF) will be publishing version 17-1 of the Proposal and Award Policies and Procedures Guide (PAPPG) which will be effective January 30, 2017. The significant changes are as follows:

- Elimination of separate recognition of the Grant Proposal Guide (GPG) and Award & Administration Guide (AAG). The entire document will be referred to as PAPPG (Parts I & II) and chapters will be sequentially numbered from I-XII.
- Increased clarity regarding terms such as types of submissions and types of proposals.
- Greater clarity on instructions for proposals submitted late due to natural or anthropogenic disasters.
- Collaborator & other affiliations information.  
  - Thesis Advisor and Postgraduate Scholar Sponsor have been replaced with Ph.D. Advisor.  
  - Instructions have been added for placement of this section in separately submitted collaborative proposals.
- Cost sharing coverage has been enhanced with increased coverage on the difference between voluntary committed and voluntary uncommitted cost sharing.
- Human subjects – New coverage has been added on 45 CFR 690.118, including new template.
- Vertebrate animals – Increased clarity has been given regarding departures from the Guide for the Care and Use of Laboratory Animals.
- Environmental requirements have been supplemented with a standard Organizational Environmental Impacts. Checklist and associated instructions that Proposers may be requested to submit.
- New section has been added to Chapter II on special processing instructions.  
  - Special processing instructions addresses issues such as Proprietary or Privileged Information, Collaborative Proposals, Beginning Investigators, Vertebrate Animals, Human Subjects, etc.
- Separate section developed for Types of Proposals, which describes the various types of proposals that may be submitted to NSF such as RAPID, EAGER, etc.

(Continued on next page)
Two new proposal types have been added:
- Research Advanced by Interdisciplinary Science and Engineering (RAISE);
- Grant Opportunities for Academic Liaisons with Industry (GOALI).

International travel grants have been expanded to address support for both domestic and international travel.

For questions, please contact Jean Feldman, NSF Policy Office Head, Division of Institution & Award Support, Office of Budget Finance & Award Management at jfeldman@nsf.gov or (703) 292-8243.

At the September 2016 Federal Demonstration Partnership (FDP) meeting held in Washington D.C., Michelle Bulls, Director, National Institutes of Health Office of Policy and Extramural Research Administration, announced that both the Research Terms and Conditions (RTCs) and the Final Research Performance Progress Report (RPPR) have cleared the Subcommittee on Social, Behavioral and Economic Sciences (SBE) and are currently working their way through the Committee on Science (COS) approval process.

Participating research agencies are currently in the process of developing their supporting documents (e.g., Agency Specific Research Terms and Conditions) as well as their agency implementation plans. Although a final release date was not provided, ORS will keep you posted as we receive additional information.

While the goal is to have all federal agencies adopt the use of the RTCs, to date only the following agencies are participating:

- National Science Foundation
- National Institutes of Health
- Department of Agriculture - National Institute of Food and Agriculture
- Department of Commerce - National Institute of Standards and Technology
- National Oceanic and Atmospheric Administration
- Department of Education
- Federal Aviation Administration
- Environmental Protection Agency
- National Aeronautics & Space Administration

(Continued on next page)
Updates to the Federal Research Terms and Conditions (RTCs) and Research Performance Progress Report (RPPR)

FDP is concerned that if all federal agencies do not opt in, administrative burdens may increase as institutions are forced to comply with an array of different terms and conditions. FDP has made it clear to the Office of Management and Budget that their support for uniformity across all federal agencies is needed.

Should you have any questions, please contact Dawn Kim, ORS Compliance Manager, at dawnkim@hawaii.edu, or (808) 956-0396.

Helpful Tips from the Air Force Office of Scientific Research

A helpful checklist from the Air Force Office of Scientific Research (AFOSR).

At the proposal stage:
- All proposals must contain a Publicly Releasable Project Summary/Abstract
  - According to the AFOSR, the lack of a compliant abstract is one of the primary reasons awards are held up.
- AFOSR does not require cost sharing, nor is it an evaluation or selection criteria.

At the award stage:
- Requests for pre-award costs must be submitted in writing to the AFOSR Grants Officer, accompanied by documentation explaining their necessity.
- Researchers must acknowledge AFOSR support in all materials based on or developed under awards, including copyrighted and non copyrighted materials published or displayed in any medium.
- Annual and final technical reports must be officially submitted to the AFOSR reporting website: http://afosr.reports.sgizmo.com/s3/.
  - Only reports submitted through this site are recorded at AFOSR.
  - Incremental funding will not be disseminated if reports are not correctly submitted.
- Timely billing is essential.
  - Award spending rate determines the obligation rate, helping to determine AFOSR’s future dollars.

Advance Account Request Reminders

The following are advance account reminders for various types of requests.

**Extensions of Time on Existing Awards**

If your advance account request is for an extension of time on an existing project account that is scheduled to be closed by ORS during the advance period, ORS will continue the closeout process on the project account until the formal award extension is executed. If the principal investigator or fiscal administrator does not want a final invoice and/or final financial report to be submitted to the sponsor during this closeout period, then the Request for Advance Account Approval (ORS Form 1) should include a confirmation email or letter from the sponsor indicating that an extension of the award is in process and that the due date for the final invoice and/or final financial report included in the original contract is suspended pending formal extension of the award or will be changed to a later date.

**Second Extension of Advance Account Request / Initial Advance Account Requests Longer than Three (3) Months** - *myGRANT Proposal Development Record or Draft Award Agreement Required*

If you are submitting a second extension of advance account request (second three month period) or an initial advance account request for longer than three (3) months and you have not yet created a *myGRANT* proposal development record, please include a copy of the draft agreement with your ORS Form 1. ORS must have a *myGRANT* proposal development record or a draft award document/modification in order to process these requests.

**Advance Account Start Dates**

In general, the start date for advance accounts must be the same date as the start date for the award. Exceptions may be granted if the start date of the proposal is being negotiated to a later date, or if pre-award costs authorized by the sponsor. In these cases please include a confirmation from the sponsor that a later start date is being negotiated with your request, or evidence of the sponsor’s authorization for pre-award costs. If you submit an advance request with a different start date from the proposal Please include a justification for the different start date in the *Justification for Advance Funding* section of the Request for Advance Account Approval Form (ORS Form 1).

**Risks Identified During Award Negotiation**

If after the advance account request is received, the ORS specialist assigned to review and negotiate the award document identifies higher risks involved with the negotiation (e.g., indemnification clauses, jurisdiction issues, impasse with the sponsor), ORS Accounting will bring the issue(s) to the attention of the dean and confirm the dean’s approval of the advance account request.

If you have any questions regarding advance accounts please contact Bob Roberts, ORS Projects Fiscal Accounting Manager, at rroberts@hawaii.edu or (808) 956-6959.
Clarification on Update to Kuali Financial System for Changes in Account Supervisors and Account Managers

The Account eDoc, rather than the Account Global eDoc, should be used for changes in Principal Investigators (Account Supervisors) as many sponsors require prior approval for changes in principal investigators. The Account Global eDoc can continue to be used for changes in fiscal administrators.

If you have any questions please contact Suzanne Efhan, ORS Project Financial Services Manager, at efhans@hawaii.edu or (808) 956-8163.

I need help with filling out a Grants.gov SF424 R&R form.

Please see the quick reference guide for filling out the SF424 R&R form: http://www.ors.hawaii.edu/files/SF424_Instructions.pdf, or contact the ORS Helpline for additional assistance at helpline@ors.hawaii.edu or (808) 956-5198.

How do I transmit the SF424 application package to ORS for approval and submission?

Please attach the SF424 application package to your myGRANT proposal development document in the "Abstracts andAttachments" section. Use the attachment type "Grants.gov Application Package (Non S2S)" and make sure to fill out a short description of the attachment.

Do you have a guide for submitting Grants.gov or other proposals in myGRANT?

You can find a section by section walkthrough on the myGRANT home screen under “User Guides” at http://www.ors.hawaii.edu/mygrant_help/home.php.

Do you have any questions or comments for ORS?

Please contact us at the ORS Helpline:
Email: helpline@ors.hawaii.edu or Phone: (808) 956-5198