From the Director's Office

Aloha Kākou,

Our myGRANT implementation team continues to move forward to implement the system on November 1, 2011. We have overcome many challenges in keeping the system as simple as possible while also making it work for the university. We have mapped out the current and new process and shared it with the research community for feedback. Thank you to everyone who has provided constructive feedback to help us to move the project forward.

The myGRANT Proposal Creation and Development training module has been completed and will be open for enrollment in September 2011. Please check our website for dates and registration information.

In this issue, we have included a list of funding opportunities that will be due in the month of November. Given that myGRANT will be implemented on November 1, 2011, we strongly encourage principal investigators to notify ORS if they plan to submit a proposal during this timeframe. This will enable ORS Pre-Award Specialists to work closely with you to prepare and successfully submit your proposal through this new system. Your cooperation is very much appreciated.

In Fall 2011, ORS is once more offering its ORS Grant and Contract Certification program. This program has been adjusted to reflect the upcoming myGRANT system for proposal development. Module 1 also now includes an enhanced funding opportunity and proposal development section, and export control information. Please see the details in the article below. Registration and dates are available on our website. Thank you for your continued support of this program.

Mahalo!
Yaa-Yin Fong
Director

National Institutes of Health (NIH) Releases Conflict of Interest Regulations

On August 23, 2011, the National Institutes of Health (NIH) reported the release of the final financial conflicts of interest (FCOI) regulations – formally entitled Responsibility of Applicants for Promoting Objectivity in Research for which Public Health Service Funding is Sought and Responsible Prospective (Continued on the next page)
Contractors (42 CFR Part 50 and 45 CFR Part 94). The final regulations were scheduled to appear in the Federal Register on Thursday, August 25, 2011. A copy of the final regulations, a side-by-side comparison of the current 1995 regulations and the changes, the NIH Guide notice (including the side-by-side) as well other information is available on the NIH website at: http://grants.nih.gov/grants/policy/coi/. Institutions will be required to implement the new regulation within 365 days of its publication in the Federal Register. In the interim (between release and the implementation date), institutions will be required to follow the current 1995 regulations.

New State Department of Health (HIDOH) Rates

The Hawaii Department of Health (HIDOH) negotiated its own indirect cost rate with DHHS. For FY 2012, the new federally negotiated indirect cost rates are posted below.

The following rates should be used in new proposals to HIDOH and to claim indirect costs on federal pass-through awards received from HIDOH agencies until amended:

<table>
<thead>
<tr>
<th>Department</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health Resources Administration</td>
<td>14.3</td>
</tr>
<tr>
<td>Environmental Health Administration</td>
<td>16.5</td>
</tr>
<tr>
<td>Behavioral Health Administration</td>
<td>12.6</td>
</tr>
<tr>
<td>Health Status Monitoring Office</td>
<td>9.1</td>
</tr>
<tr>
<td>Planning, Policy &amp; Program Development Office</td>
<td>8.7</td>
</tr>
<tr>
<td>State Health Planning</td>
<td>8.2</td>
</tr>
<tr>
<td>Disability &amp; Communications Access Board</td>
<td>7.0</td>
</tr>
<tr>
<td>Developmental Disabilities Council</td>
<td>8.6</td>
</tr>
<tr>
<td>Office of Environmental Quality Control</td>
<td>10.9</td>
</tr>
<tr>
<td>Tobacco Settlement Project/Healthy Hawaii Initiative</td>
<td>0.9</td>
</tr>
<tr>
<td>Executive Office On Aging</td>
<td>13.9</td>
</tr>
</tbody>
</table>

For proposals that have already been submitted using the old rates, HIDOH usually corrects the indirect cost rate during the award stage.

Because this agreement was negotiated by HIDOH, if you need a copy of the rate agreement, please contact Naomi Chinen at HIDOH or Jennifer Halaszyn, Contracts and Grants Manager, ORS Kaka’ako Satellite Service Center, at jhalaszy@hawaii.edu, or (808) 682-1807.

Notice From FedConnect

It was recently noted that several investigators and administrative officers had been receiving congratulatory e-mail notices from the notifier@fedconnect.net, informing them of posted awards in FedConnect that needed to be downloaded and acknowledged.

(Continued on the next page)
Notice From FedConnect (continued)

Most of these individuals were not involved in the posted awards, other than the fact that their user profiles were listed in FedConnect.

Please disregard these notices, as the ORS Pre-Award staff will be handling them, except those that involve awards for UH-Hilo, which will be handled by the staff at RCUH-Hilo.

We contacted FedConnect about this issue, but they were unable to revise their system to involve only the appropriate individuals.

Implementation of myGRANT (Kuali-Coeus (KC)) – November 1, 2011

As a reminder, if you will be submitting a proposal within the first two weeks of November 2011, be sure to notify ORS Pre-Award Specialists. As presented in our public informational sessions, all proposals must be entered and processed via the myGRANT system effective November 1, 2011. Early notification of your intent to apply will assist us in preparing for the additional assistance that may be needed with the myGRANT application process. Your cooperation is greatly appreciated.

Please watch for notification of the upcoming myGRANT training sessions on the ORS website.

Below are the funding opportunities which are due in the month of November: We strongly encourage PIs to start working with your designated ORS Pre-Award Specialist as early as possible to give ORS and your staff adequate time to prepare, review and submit the proposal through the myGRANT system.

<table>
<thead>
<tr>
<th>Agency</th>
<th>Opportunity Title</th>
<th>Funding Number</th>
<th>Closing Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department of Health and Human Services</td>
<td>Human Cell Reprogramming for Aging and Alzheimer's Disease Research (R21)</td>
<td>RFA-AG-12-008</td>
<td>Nov 02, 2011</td>
</tr>
<tr>
<td></td>
<td>Analysis of Databases from Health Care Systems or Large Epidemiologic Studies to Evaluate Safety of Testosterone Administration in Older Men (R01)</td>
<td>RFA-AG-12-007</td>
<td>Nov 02, 2011</td>
</tr>
<tr>
<td></td>
<td>Predictive Biodosimetry: Discovery and Development of Biomarkers for Acute and Delayed Radiation Injuries (R01)</td>
<td>RFA-AI-11-033</td>
<td>Nov 02, 2011</td>
</tr>
<tr>
<td></td>
<td>Secondary Analyses and Archiving of Social and Behavioral Datasets in Aging (R03)</td>
<td>RFA-AG-12-005</td>
<td>Nov 03, 2011</td>
</tr>
<tr>
<td></td>
<td>Pediatric Centers of Excellence in Nephrology (P50)</td>
<td>RFA-DK-11-009</td>
<td>Nov 03, 2011</td>
</tr>
<tr>
<td></td>
<td>Leveraging Existing Data or Longitudinal Studies to Evaluate Safety and Effectiveness of Pharmacological Management of Chronic Pain in Older Adults (R03)</td>
<td>RFA-AG-12-006</td>
<td>Nov 03, 2011</td>
</tr>
<tr>
<td></td>
<td>Demonstration Projects for Systems Biology of Aging in Saccharomyces cerevisiae (R01)</td>
<td>RFA-AG-12-011</td>
<td>Nov 04, 2011</td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th>Agency</th>
<th>Opportunity Title</th>
<th>Funding Number</th>
<th>Closing Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department of Health and Human Services</td>
<td>Cooperative Study Group for Autoimmune Disease Prevention (U01)</td>
<td>RFA-AI-11-034</td>
<td>Nov 08, 2011</td>
</tr>
<tr>
<td></td>
<td>Integrated Preclinical/Clinical Program for HIV Topical Microbicides (IPCP-HTM) (U19)</td>
<td>RFA-AI-11-031</td>
<td>Nov 08, 2011</td>
</tr>
<tr>
<td></td>
<td>Integrated Preclinical/Clinical AIDS Vaccine Development Program (IPCAVD) (U19)</td>
<td>PAR-10-161</td>
<td>Nov 08, 2011</td>
</tr>
<tr>
<td></td>
<td>Resource Centers for Minority Aging Research (RCMAR) and Coordinating Center (P30)</td>
<td>RFA-AG-12-012</td>
<td>Nov 09, 2011</td>
</tr>
<tr>
<td></td>
<td>Research Answers to NCIs Provocative Questions (R01)</td>
<td>RFA-CA-11-011</td>
<td>Nov 14, 2011</td>
</tr>
<tr>
<td></td>
<td>Research Answers to NCIs Provocative Questions (R21)</td>
<td>RFA-CA-11-012</td>
<td>Nov 14, 2011</td>
</tr>
<tr>
<td></td>
<td>Rehabilitation Research Career Development Programs (K12)</td>
<td>RFA-HD-12-208</td>
<td>Nov 14, 2011</td>
</tr>
<tr>
<td></td>
<td>Economic Research on Incentives for Efficient Use of Preventive Services (R01)</td>
<td>RFA-RM-11-012</td>
<td>Nov 15, 2011</td>
</tr>
<tr>
<td></td>
<td>Research Resource for Systematic Reviews of Complementary and Alternative Medicine Clinical Trials (R24)</td>
<td>RFA-AT-12-001</td>
<td>Nov 15, 2011</td>
</tr>
<tr>
<td></td>
<td>George M. OBrien Kidney Research Core Centers (P30)</td>
<td>RFA-DK-11-008</td>
<td>Nov 15, 2011</td>
</tr>
<tr>
<td></td>
<td>Nutrition Obesity Research Centers (P30)</td>
<td>RFA-DK-11-012</td>
<td>Nov 16, 2011</td>
</tr>
<tr>
<td></td>
<td>Autism Centers of Excellence: Centers (P50)</td>
<td>RFA-HD-12-195</td>
<td>Nov 16, 2011</td>
</tr>
<tr>
<td></td>
<td>Autism Centers of Excellence: Networks (R01)</td>
<td>RFA-HD-12-196</td>
<td>Nov 16, 2011</td>
</tr>
<tr>
<td></td>
<td>Neurosurgeon Research Career Development Program (NRCDP) (K12)</td>
<td>RFA-NS-12-008</td>
<td>Nov 17, 2011</td>
</tr>
<tr>
<td></td>
<td>Exploratory Grant Program in Disease Modification and Prevention in the Epilepsies (P20)</td>
<td>RFA-NS-12-006</td>
<td>Nov 17, 2011</td>
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<tr>
<td></td>
<td>Standardization of C-Peptide and HbA1C (UC4)</td>
<td>RFA-DK-11-020</td>
<td>Nov 17, 2011</td>
</tr>
<tr>
<td></td>
<td>Perinatally HIV-Infected Youth In Africa and Asia (R01)</td>
<td>RFA-HD-12-207</td>
<td>Nov 17, 2011</td>
</tr>
</tbody>
</table>

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**Implementation of myGRANT (Kuali-Coeus (KC)) – November 1, 2011 (continued)**

<table>
<thead>
<tr>
<th>Agency</th>
<th>Opportunity Title</th>
<th>Funding Number</th>
<th>Closing Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department of Health and Human Services</td>
<td>Pediatric Scientist Development Program (PSDP) [K12]</td>
<td>RFA-HD-12-209</td>
<td>Nov 22, 2011</td>
</tr>
<tr>
<td></td>
<td>Functional Restoration of Salivary Glands (R01)</td>
<td>RFA-DE-12-004</td>
<td>Nov 29, 2011</td>
</tr>
<tr>
<td></td>
<td>Functional Restoration of Salivary Glands (R21)</td>
<td>RFA-DE-12-005</td>
<td>Nov 29, 2011</td>
</tr>
<tr>
<td></td>
<td>Contraceptive Development Research Centers Program (US4)</td>
<td>RFA-HD-12-185</td>
<td>Nov 29, 2011</td>
</tr>
<tr>
<td></td>
<td>Pre-Application for the FY12 NIDA Avant-Garde Award Program for HIV/AIDS Research (X02)</td>
<td>PAR-11-256</td>
<td>Nov 30, 2011</td>
</tr>
<tr>
<td></td>
<td>Social and Behavioral Interventions to Increase Solid Organ Donation</td>
<td>HRSA-12-034</td>
<td>Nov 30, 2011</td>
</tr>
<tr>
<td></td>
<td>Host-Targeted Interventions as Therapeutics for Infectious Diseases (R21/R33)</td>
<td>RFA-AI-11-032</td>
<td>Nov 30, 2011</td>
</tr>
<tr>
<td>Department of the Interior</td>
<td>Water Quality and Quantity Studies in selected National Parks</td>
<td>NPS-NOIWASOJ2380110001</td>
<td>Nov 08, 2011</td>
</tr>
<tr>
<td>National Endowment for the Arts</td>
<td>NEA Research: Art Works, FY 2012</td>
<td>2012NEAORA</td>
<td>Nov 08, 2011</td>
</tr>
</tbody>
</table>

**myGRANT (Kuali-Coeus (KC)) FREQUENTLY ASKED QUESTIONS (FAQ)**

**Is the use of myGRANT mandatory?**

Yes. Effective as of November 1, 2011, all proposals must be entered into myGRANT prior to submission to the sponsor.

**Can more than one “Proposal Activity Type” be selected?**

No. This is consistent with Grants.gov, which allows only one “Proposal Activity Type” to be selected. This field maps to Grants.gov forms for certain Activity Types.

**Will confidential salary information be visible to everyone?**

Proposals may be viewed only by the PI and anyone designated by the PI to view the proposal. Salary information of project personnel is visible only to those authorized to view the proposal.

**Can the budget be created as a whole and broken down by tasks/PIs?**

**Can multiple budgets be created for multiple investigators within the same proposal?**

You may create different budget versions based on different tasks or by investigator, but they will need to be consolidated into one final budget. The attachments section may be used to upload the different budget “versions” by tasks or PI.

(Continued on the next page)
Sometimes the proposal requires us to use budget line items which are different from the sponsor’s budget line items. How will myGRANT handle this situation?

myGRANT has various budget categories that map to Grants.gov. These budget categories cannot be changed because of this mapping. However, additional cost elements that fit into these categories may be added so that specific data cost element codes may be included.

To have additional cost elements added, please contact the ORS Helpline. They will coordinate with ORS Accounting for approval and assist with the creation of the additional cost element.

myGRANT calculates budgets based on a monthly salary. How do you budget for salaries that include either hourly wages or a yearly salary?

The salary should be converted to a monthly basis for input into myGRANT.

Will there be a mechanism to override or change salary/fringe amounts pulled into the budget tool if a planned change in salary/fringe is expected (e.g., pay increases, fringe increase due to retirement contributions after one (1) year for RCUH, etc.)?

Yes, the fringe benefit rates can be overridden to accommodate these types of situations.

Will there be a mechanism to override or change F&A rates pulled into the budget tool if a sponsor cap is expected, or a waiver has been obtained?

Yes, the F&A rates can be overridden to accommodate these types of situations.

Can budget periods be entered for partial years (e.g., 8 months or 18 months)?

Yes. When creating the budget, you may specify the exact time period covered by the budget.

How will proposal submission work if the sponsor does not use Grants.gov and has its own electronic submission system?

Effective November 1, 2011, myGRANT will be the University of Hawai‘i’s central proposal database. All proposals, regardless of type, must be entered into myGRANT. For sponsors who do not use Grants.gov and have their own submission system, after your proposal is created in myGRANT, you will be able to export a .pdf version of it that can be printed or uploaded into the sponsor’s system.

Will myGRANT be able to accommodate proposals within multiple UH departments, PIs and FOs?

Yes.

Will data validation be performed on Grants.gov mandatory fields, or only on University of Hawai‘i mandatory fields?

myGRANT will perform data validation on University of Hawai‘i mandatory fields for all proposals, and Grants.gov mandatory fields for all myGRANT to Grants.gov “system-to-system” submissions.
myGRANT (Kuali-Coeus (KC)) FREQUENTLY ASKED QUESTIONS (FAQ) (continued)

Proposals need to be finalized before they are routed through the workflow approval process. Will ORS assistance be available for proposals (or parts of proposals) prior to “finalization”?

Yes. If you would like an ORS Pre-Award Specialist to assist with your proposal before it is “finalized”, please notify the Pre-Award Specialist assigned to your department/school. Pre-Award Specialist assignments for Manoa may be found here: [http://www.ors.hawaii.edu/files/PREAWARDASSIGNMENTS.pdf](http://www.ors.hawaii.edu/files/PREAWARDASSIGNMENTS.pdf)

For Maui proposals, please contact Cheryl Reeser (reeser@hawaii.edu). For John A. Burns School of Medicine proposals, please contact Mark Yabui (myabui@hawaii.edu), and for University of Hawaii Cancer Center proposals, please contact Taui Fernando (taui7@hawaii.edu).

The PI is encouraged to work with the appropriate individuals during the proposal development process to minimize the risks of having a proposal rejected/returned after it has entered the workflow process. Please note that once a proposal is submitted/approved by the PI, it is automatically entered into the workflow approval process and if returned at this point, it will have to be re-routed through the approval workflow process.

Does a proposal need to be finalized before it is routed through the workflow approval process?

Sometimes a work in progress is submitted before everything is finalized.

Yes. When a proposal is submitted for approval through the workflow process, it becomes locked from editing and therefore must be finalized before submitted. As stated in the previous question above, if an approver in the workflow process requires any changes, it must be “returned” to the PI for revisions, and be routed for approval again after the revisions are made, therefore the PI is encouraged to work with the appropriate individuals during the proposal development process to minimize the risks of having the proposal returned and re-routed back into the workflow approval process.

If there are corrections that need to be made to the proposal after it has been submitted for electronic routing, will the PI be notified of the changes made by someone in the workflow routing?

The PI is able to check the status of his/her proposal, and will be notified if the document is being “released” to the PI for revisions.

In some programs, the FO is the last approving authority for the proposal before submission to ORS. In myGRANT, if changes need to be made to the budget document, will the proposal need to be approved again by all individuals in the workflow routing?

Yes. Therefore, the PI should work with the FO and assigned ORS Pre-Award Specialist at the time the budget is being developed to minimize the changes that need to be made before the proposal is submitted for workflow approval. The ORS Pre-Award Specialist is available to assist with review, and the FO may also be added as a “viewer” so that they can review the proposal before it is submitted through the workflow for approval.

How will myGRANT handle a large project that requires approvers from various departments or schools?

Additional approvers may be added by the PI through the “Ad-Hoc Recipient” tab.

(Continued on the next page)
myGRANT (Kuali-Coeus (KC)) FREQUENTLY ASKED QUESTIONS (FAQ)
(continued)

Can an approving authority (e.g., department chair, dean, etc.) delegate approval to someone else when they are on travel, out-of-the office or someone is acting in their behalf?

Yes, any approving authority in the workflow process may delegate approval to someone else when they are out of the office or otherwise unavailable. In addition, ORS has standing signature delegation memos on file, and approving authority delegations will be set up for all standing delegations.

Who will have access to myGRANT?

Currently only individuals with University of Hawaiʻi usernames may access myGRANT.

What if a UH PI is working with a PI from another institution on a proposal? Can myGRANT user access be granted to the non-UH PI, or is there any way for the non-UH PI to log into myGRANT and access my proposal?

Currently myGRANT access will be limited to individuals with UH usernames. Access to non-University of Hawaiʻi employees may be considered in the future depending on the direction taken by other Kuali-Coeus institutions. (Note: RCUH employees may apply for UH usernames.)

How do I apply for a UH username if I am a UH employee but do not yet have one?

The individual wishing to access myGRANT must first request a UH ID and password using this page: https://myuh.hawaii.edu:8888/sessionid=nobody/am-sso-check-status.

The requester must then add their personal information (name, address, e-mail, phone number, etc.) into Profiler here: http://www.hawaii.edu/profiler/

Once the UH ID is obtained, the requester should e-mail the ORS Helpline and ask for access to myGRANT. A request form will be made available.

Will I be notified if there is a document awaiting my approval?

Anyone who is on the approval route will receive an e-mail notice once a document appears in their myGRANT action list. You may also go to your myGRANT action list directly to look for any documents which may require your attention.

How will I know if a proposal is awaiting the approval of someone?

You can go into the “Route Log” of your proposal. The “Route Log” will list all of the completed actions, as well as any pending requests.

Will the five (5) business day deadline still apply?

Yes. Proposals should still be submitted to ORS at least five (5) business days prior to the proposal submission deadline to ensure adequate time for ORS review and processing. During the initial implementation of myGRANT, PIs are strongly encouraged to give themselves more than five (5) business days to accommodate adjusting to the new system.

(Continued on the next page)
**myGRANT (Kuali-Coeus (KC)) FREQUENTLY ASKED QUESTIONS (FAQ) (continued)**

**How is the myGRANT sponsor database created?**

Existing sponsors from the current ORS database will be uploaded to myGRANT. New sponsors will be added by ORS as needed. Please contact the ORS Helpline if you need a new sponsor added.

**What database will be used in myGRANT when inputting personnel to complete “Key Personnel” information?**

University of Hawai‘i ITS is creating a user profile database that will consist of the names of all University of Hawai‘i and RCUH personnel. This database will be uploaded concurrently to myGRANT as it is updated.

**How do you include personnel who have not yet been hired?**

There is a “To Be Named” function that may be used.

**What if the person is an existing UH/RCUH employee but is missing from the personnel profile tables?**

Contact the ORS Helpline to have the person added.

**Will RCUH employees be included in myGRANT and/or the myGRANT personnel profile tables?**

Yes.

**How long will proposal templates be available for future use?**

There is no time limit for proposal templates saved in myGRANT. Proposal templates will always be available for future submittals.

**How will limited submission proposals be handled?**

The “screening/review” process to obtain approval to submit a proposal with a limited submission clause is the same as the current process. Once you receive approval from the appropriate approving authority to submit your proposal, you can then proceed to myGRANT to prepare and submit your proposal.

**Who will be responsible for inputting proposals spanning multiple departments?**

As with the current process, the individuals involved should coordinate which department personnel will be responsible for inputting the proposal in myGRANT. Since various individuals may be added to a proposal record, access to the proposal may be granted through the “Ad-Hoc Recipient” tab.

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**myGRANT (Kuali Coeus (KC)) – Informational Sessions**

The University of Hawai‘i will be implementing the myGRANT (Kuali-Coeus (KC)) research administration system on November 1, 2011. One of the myGRANT core functions includes a system-to-system integration with Grants.gov for paperless e-submissions. In preparation for the proposal development and submission modules to go live on November 1, 2011, the Office of Research Services (ORS) has already held several informational sessions for the research community at UH, and more are planned for the future. The informational sessions provide an overview of myGRANT, key features for the investigators and the upcoming training schedule. Sessions are open to faculty, administrative/fiscal officers and any individuals.

(Continued on the next page)
myGRANT (Kuali Coeus (KC)) – Informational Sessions (continued)

who are involved in the proposal development and submission process. Each session is about one hour long, with a question and answer session at the end of the presentation.

The next myGRANT (Kuali-Coeus (KC)) - Informational Session is scheduled for Wednesday, September 21, 2011 from 9:30 a.m. to 11:30 a.m., at the UHM Campus Center Ballroom Room 301A.

This is a repeat of the myGRANT (Kuali Coeus (KC)) - Informational Session held on May 11, May 31, June 1, June 13, and June 22, 2011). If you have not attended yet, please mark your calendar and register.

Please RSVP for in person attendance or the Halawai on-line broadcast by calling Marlene Moe at (808) 956-7800 or sending an e-mail to mmmoe@hawaii.edu.

If you are unable to physically attend, we will also be offering an on-line live broadcast of the informational session on September 21, 2011 through Halawai via computer link. Please inquire about this option when you register.

Fall 2011 ORS Grant and Contract Certification Program

ORS is proud to provide continuing educational programs to assist administrative officers, fiscal officers and research administrative staff to better understand proposal review & submission and the administration and management of awards.

The certification program consists of six modules:

- Module 1: Research Administration Overview, Funding Opportunity & Proposal Development, Technology Transfer, and Export Control
- Module 2: Financial Compliance Issues and Subrecipient Monitoring
- Module 3: Facility and Administrative Costs (Indirect Costs), Cost Sharing and Program Income
- Module 4: Proposal Preparation and Processing, Proposal Budget Preparation and Award Document Review and Approval
- Module 5: Receiving and Administering an Award, Project Closeout and Compliance Revisited
- Module 6: Overview of Research Compliance

The program for this fall will include three class sessions on Fridays, September 23, September 30 and October 28, 2011, from 10:00 a.m. to 1:00 p.m. at the University of Hawai‘i at Mānoa in Kuykendall 201. There are also three on-line modules that may be taken from your work or personal computer at any time. Computer space is also reserved at the Keller Hall Computer Lab on Friday, October 7, October 14 and Tuesday October 25, 2011 from 10:00 a.m. to 1:00 p.m. for your convenience. Seating is on a first come, first served basis, with 18 available seats per session.

Live broadcasts of the Kuykendall sessions will be made available to Leeward Community College, Kauai Community College, UH Maui College, UHMC Molokai Education Center, and UH Hilo. You may attend certification sessions at any of the reserved locations.

The registration deadline for the fall session is Wednesday, September 21, 2011.

For more information and to register on line, please visit us at:

The FY11 Executive Managerial Report is available on our website at:

ORS Helpline Frequently Asked Questions (FAQ)

How do I register for the new Department of Energy EERE Exchange system?
PIs may register on their own for the DoE EERE Exchange system. The registration page can be found here:
https://eere-exchange.energy.gov/Registration.aspx

How do I route my proposal in EERE Exchange for ORS review and submission?
Once you have created and finalized your electronic proposal, you need to use the “Share Submission” button to allow the appropriate ORS specialist access to your proposal. This button can be found by clicking on “My Submissions” on the main page, then click on the control number for your proposal.

Is the University of Hawaii a 501(c)(3) non-profit organization?
No, the University of Hawaii does not have a 501(c)(3) non-profit tax status. As an instrumentality of the state, UH is exempt from federal and state income tax in accordance with Internal Revenue Code §115, and does not meet the requirements to be designated as a 501(c)(3) non-profit organization.

Do you have a Question or Comment for ORS?

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