

CGS Post-Award Training Q&A

Q: HDI has mostly state awards that often want copies of backup documentation such as travel to go along with their invoices sent by RFS. Currently, we are contacted by the FA and we send them copies to submit to the sponsor. Will that process change?

A: CGS staff will still be responsible for assisting RFS with gathering that documentation. The change will be that the Post Award staff would anticipate the need for that documentation and that they would utilize the reconciliation team to help pull the documents from the system.

Q: To confirm, who should Investigators contact for NCE requests?

A: Reach out to the Post-Award Grant Specialist who will serve as Point of Contact.

Q: If there's some sort of hold up and we need to do E account initially to set up account and issue PADR 1, does that mean that it will come to post-award and we have to deal with setting up account even if it's budgetary/there's some issue with sponsor, or will it stay with pre-award?

A: Pre- and Post-Award Grant Specialists will work collaboratively to facilitate transition from Expected to Award Status.

Q: What kind of comm do we get when new faculty come in and they're transferring award from previous institution? Would post-award be notified as soon as possible?

A: Established meetings with Dept/Unit staff should assist with these types of notifications re: transferring investigators.

Q: Will the grant specialists still be compiling line item detailed report to be reviewed monthly?

A: Current PI Reports have a non-labor Detail that will be reviewed monthly by the Post-Award GS.

Q: Sometimes we go to IAF documents and it's not the most current because there was some changes in proposal -- will those documents be available in OSPA database?

A: IAF documents could have been updated, they will be most current at the time that IAF is routed -- that's where our SharePoint system comes in, it will have pre- and post-award documents both on there.

Q: We have issues from time to time where avoidable admin burdens are created in the form of Z4s and JVs because things aren't getting updated -- is there additional accountability we can put in place to make sure efforts and purchases are updated on time?

A: The first part is the training process, making sure people are aware of RACI matrix and understand their responsibilities all around. If those things come up, we will address in case by case basis.

Q: New people on ORG chart -- doesn't say who is pre- and who is post-award. I don't think the org chart will list below team leads. Can we get something that names everybody or whether they're pre- or post-award?

A: This will be shared through portfolio assignments and will be on the CGS website as available.

Q: If some cost share can be automated, can more automation be implemented in the future?

A: Yes, we will be exploring new technologies to assist with tasks in any way possible to alleviate the administrative burden for both Investigators and Administrators alike.

Q: RFS has report for Z4s and things like that, which we didn't have access to in SRAS. Are there going to be reports generated like that, will we have access?

A: Yes, we will be utilizing any and all reports we have at our disposal to assist with our tasks. Many of these are still being developed and will be made available as they come online.

Q: How soon will we have training on OSPA database?

A: Training is under development for OSPA Database.