

eSRA Updates

OPSIP Process Meeting
Parth Banker

May 15, 2013



eSRA Development Updates

- **Federal (Non Grants.gov) paper**
 - *In Progress:*
 - Specifications refinement
 - Development
 - Unit testing
 - *Coming Up:*
 - User Acceptance Testing: ~June / July 2013
 - Go-Live: ~July 2013

- **Non-Federal / Federal Flow through:**
 - **In Progress:**
 - Specifications refinement
 - Development
 - Unit Testing
 - **Coming up:**
 - User Acceptance Testing: ~ August/September 2013
 - Go-Live: ~ September/October 2013

eSRA Development Updates

- New Options in eSRA visible, but eSRA is still ONLY available for Grants.gov proposals

**eSRA Proposal System**
LAWRENCE BERKELEY NATIONAL LABORATORY

U.S. DEPARTMENT OF
ENERGY

New: Funding Proposal

<< Back | Save | Print... | Continue >>

1.0 Type of LBNL Proposal

You must complete 1.a through 1.f for your proposal to be saved and create a proposal number.

Proposal Number:

1.a Select Type of LBNL Proposal: Choose the type of LBNL Proposal Mechanism (i.e. Work for Others, Integrated Contractors, Users, CRADAs, or Gifts):

1.a.1 * Proposal Type:

1.a.2 * Proposal Target:

1.a.3

1.b

1.c * Proposal Nick Name:

If one or more of the specific aims submitted in this proposal are also contained in an application submitted to another Federal agency, you must answer "yes".

The "nickname" can be an acronym or a shortened or informal title for the proposal. This is the title that will show in your Work Space.

**eSRA Proposal System**
LAWRENCE BERKELEY NATIONAL LABORATORY

eSRA Survey Findings

- Training Email to PIs:
 - Based on eSRA Survey findings
 - PIs new to eSRA will be sent training materials specific to PIs every Friday.
 - Will send slightly revised email to current PIs this Friday.

Dear

We noticed that you are starting a proposal utilizing the eSRA system for the first time. We understand you will be working with staff to prepare this proposal, and that can be an excellent source of information about this system. We also want to provide you with some training materials specific to **Principal Investigators**.

- **PI Specific Training Material:**

Please see attached documents including:

- a) eSRA Navigation: How to get around in eSRA system
- b) eSRA High-Level Workflow Overview: Describes the process from Preparation to Active Award in a single process flow and gives you a big picture of the process
- c) Offsite VPN login Instructions - how to get VPN for your off-site devices and login to eSRA.
- d) Two sets of instructions specific to Principal Investigators submitting proposals:
 - a. PI Quick Reference - a one-page summary of the steps you need to take to approve your proposal
 - b. PI Review - a Step-by-Step set of instructions with screen-shots to assist you with your review and approval

- **Additional Training Material:**

http://www.lbl.gov/Workplace/CFO/ospip/sponsored_research_system/ESRA_Training.html.

*We continue to develop and update materials all the time.

- **eSRA Help:**

If you need assistance or have feedback for the eSRA system, please contact

eSRAHelp@lbl.gov

You can find additional information about eSRA on our website at:

http://www.lbl.gov/Workplace/CFO/ospip/sponsored_research_system/ESRA_News.html

- **Timeline:**

eSRA currently processes all proposals being submitted by OSPIP through Grants.gov. This is our current timeline which is being incorporated into the F&M Project:

<u>eSRA Development Plan</u>	<u>Target Completion</u>
Federal (Non-grants.gov)	July 2013
Non-Federal including Federal Flow-Through	Oct 2013
DOE Direct Proposals	Dec 2013
M&O Contractors & IWO	July 2014
CRADAs	Aug 2014
Funded Users	Jan 2015
Un-Funded Users	Jan 2015
Gifts	Jan 2015
LDRD	March 2015
Indirect Budget Requests	May 2015
Bridge Workflow	May 2015
MLA	summer 2015

Best Regards,
The eSRA Development Team

eSRA Survey Findings....Continued

- Alphabetize activity menu

The screenshot displays the eSRA Proposal System interface for the 'FP 91 Prod FAC Waived Test'. The page is divided into several sections:

- Header:** Includes the Berkeley Lab logo and the text 'eSRA Proposal System STAGING LAWRENCE BERKELEY NATIONAL LABORATORY'. Navigation tabs for 'Awards', 'Proposals', 'Researcher Profile', and 'Company Profiles' are present.
- Breadcrumbs:** 'Proposals > FP 91 Prod FAC Waived Test'
- Section Header:** 'FP 91 Prod FAC Waived Test'
- Current State:** A sidebar on the left shows the 'Preparation' state with options like 'Edit Submission', 'Printer Version', and 'View Differences'. Below this is the 'My Activities' menu, which is highlighted with a red rounded rectangle. An arrow points to the 'Submit To PI' option in this menu.
- Proposal Information:** A central table with tabs for 'Proposal Information', 'PIF', 'DOE', 'Approvals', and 'Comments'. The 'Proposal Information' tab is active, showing details such as 'Primary Sponsor: NIH BIOMEDICAL IMAGING & BIOENGINEERING', 'PI: Grant Gullberg', 'OSPIP CO: Cynthia Sylvester', 'RA: Karen Dickinson-Mazzei, Elma Serrano', 'Status of Science: Draft', and 'Submission Deadline: 3/29/2013'.
- Budget Totals:** A table on the right side of the 'Proposal Information' section, currently empty, with headers for 'Starting Date:', 'Number of Periods:', 'Total Direct:', 'Total LDRD:', 'Total FAC:', 'Total Other Indirect Costs:', 'Total LBNL Costs (including FAC):', 'Sponsor Costs:', and 'Awarded Total:'.

My Activities

- Update SF424
- Validate Proposal and SF424
- Confirm Science is Final
- Email Proposal Team
- Generate SF424 PDF
- Log General Comment
- Submit To PI
- Copy Proposal
- Discontinue Proposal
- Create Document For Manual Submission

Proposal Information

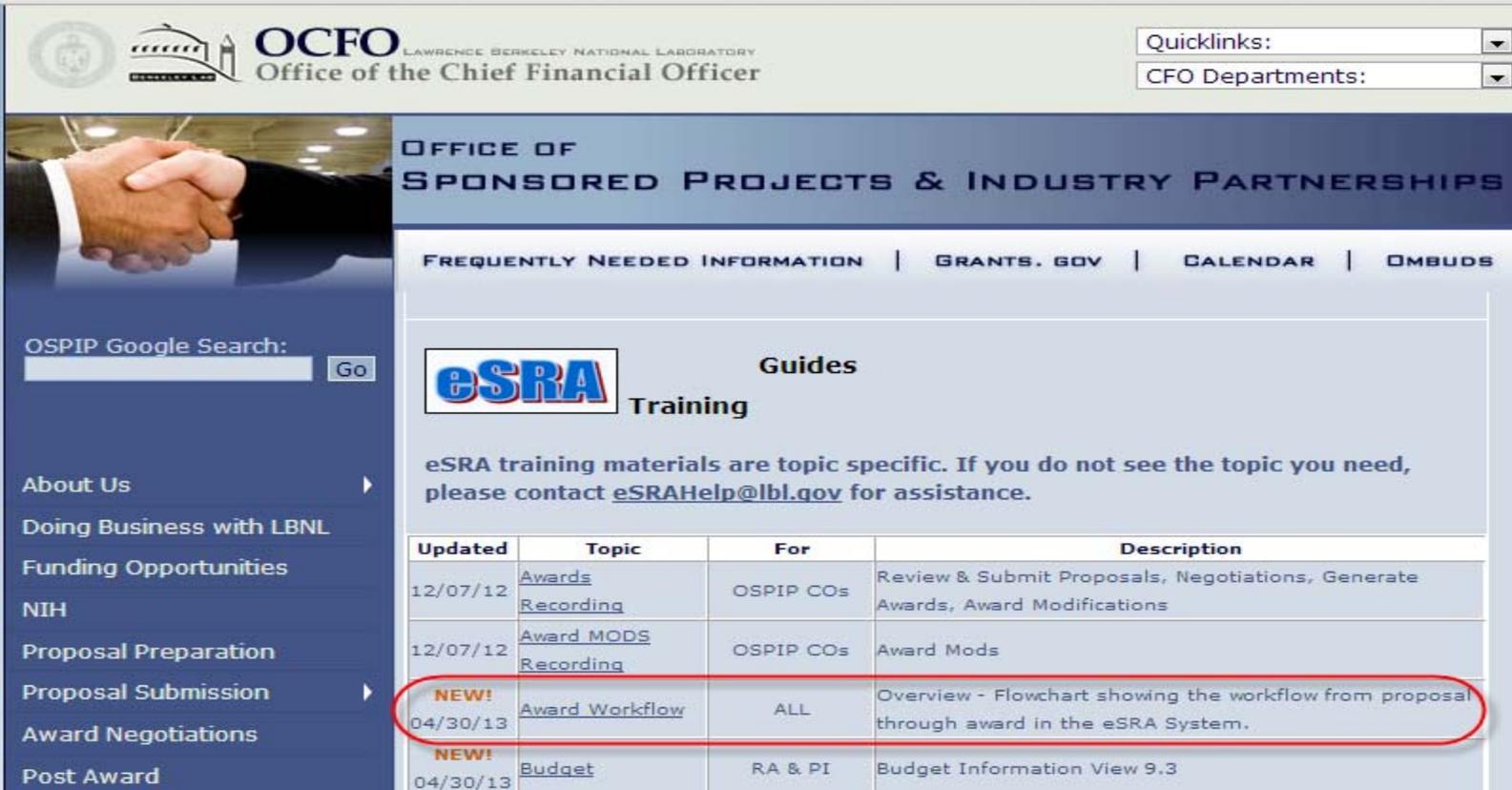
Primary Sponsor:	NIH BIOMEDICAL IMAGING & BIOENGINEERING
Foreign Location:	
PI:	Grant Gullberg
OSPIP CO:	Cynthia Sylvester
RA:	Karen Dickinson-Mazzei Elma Serrano
Status of Science:	Draft
Submission Deadline:	3/29/2013
Application #:	
OCOP Transmission Date:	

BUDGET TOTALS

Starting Date:	
Number of Periods:	
Total Direct:	
Total LDRD:	
Total FAC:	
Total Other Indirect Costs:	
Total LBNL Costs (including FAC):	
Sponsor Costs:	
Awarded Total:	

eSRA Survey Findings....Continued

- Create & Post high level workflow on OSPIP Website



The screenshot shows the OCFO website interface. At the top, there is a header with the OCFO logo and name, and two dropdown menus for 'Quicklinks' and 'CFO Departments'. Below the header is a navigation bar with links for 'FREQUENTLY NEEDED INFORMATION', 'GRANTS.GOV', 'CALENDAR', and 'OMBUDS'. On the left side, there is a sidebar with a search box and a list of navigation items: 'About Us', 'Doing Business with LBNL', 'Funding Opportunities', 'NIH', 'Proposal Preparation', 'Proposal Submission', 'Award Negotiations', and 'Post Award'. The main content area features the 'eSRA Training' section, which includes a table of training materials. The 'Award Workflow' entry is circled in red.

OCFO LAWRENCE BERKELEY NATIONAL LABORATORY
Office of the Chief Financial Officer

Quicklinks:
CFO Departments:

OFFICE OF SPONSORED PROJECTS & INDUSTRY PARTNERSHIPS

FREQUENTLY NEEDED INFORMATION | GRANTS.GOV | CALENDAR | OMBUDS

OSPIP Google Search:

About Us ▶
Doing Business with LBNL
Funding Opportunities
NIH
Proposal Preparation
Proposal Submission ▶
Award Negotiations
Post Award

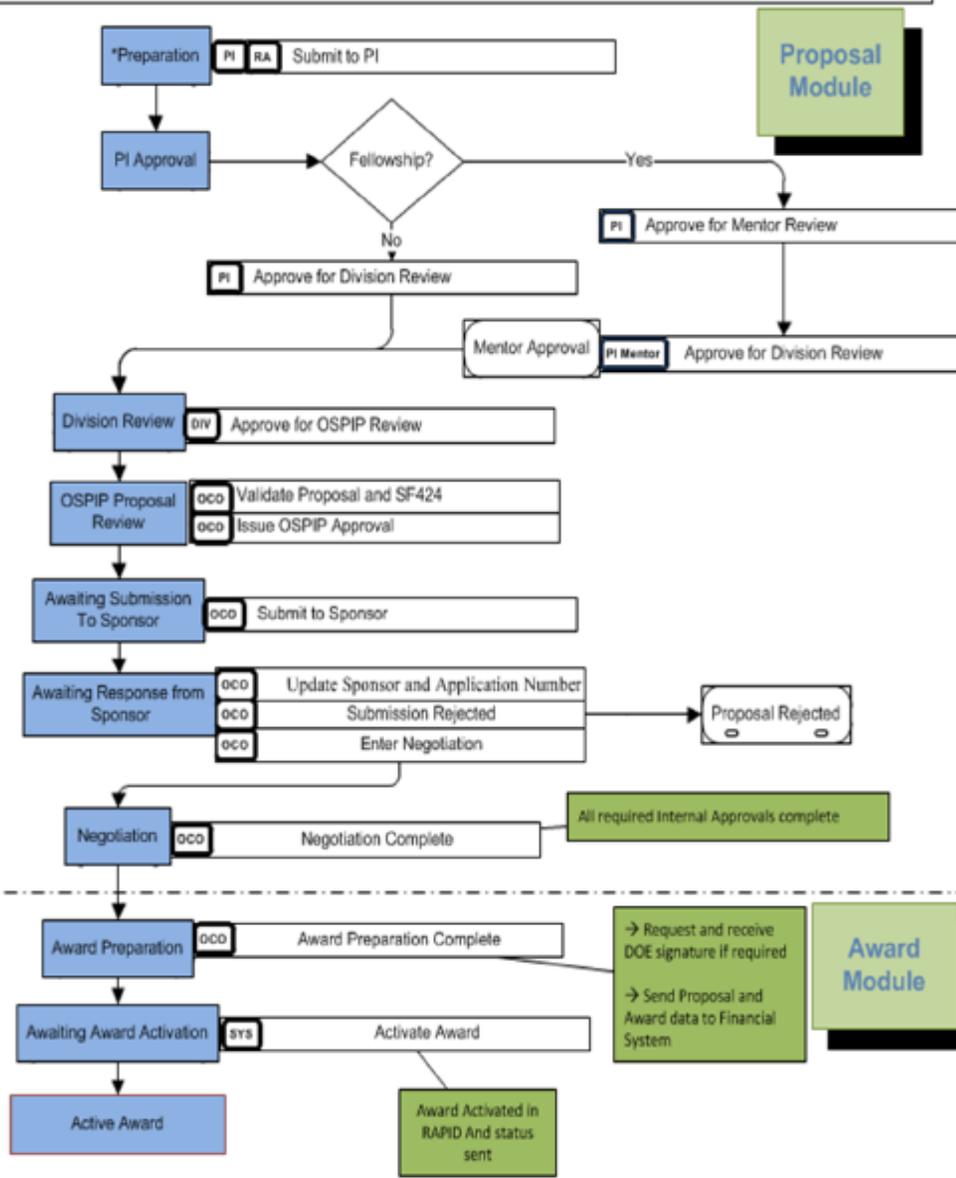
eSRA Training

eSRA training materials are topic specific. If you do not see the topic you need, please contact eSRAHelp@lbl.gov for assistance.

Updated	Topic	For	Description
12/07/12	Awards Recording	OSPIP COs	Review & Submit Proposals, Negotiations, Generate Awards, Award Modifications
12/07/12	Award MODS Recording	OSPIP COs	Award Mods
NEW! 04/30/13	Award Workflow	ALL	Overview - Flowchart showing the workflow from proposal through award in the eSRA System.
NEW! 04/30/13	Budget	RA & PI	Budget Information View 9.3

Electronic Routing

eSRA Proposal - Award Workflow – High Level



eSRA Announcements

- New questions on PI approval screen (view) coming up very soon
 - Existing (not new) questions on regular screens that requires PI review
 - Background IP questions
 - Homeland Security questions
 - NEPA-CEQA questions
 - More coming on non-fed
- Questions will be visible when preparing the proposal with notes about which questions should be answered by the PI.