FDP Welcome Webinar

November 3, 2020

FDP Co-Chairs

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Agenda

- Overview of the FDP

- Member Responsibilities

- FDP Committees

- FDP Demonstrations and Getting Involved

- Q&A

Welcome to Phase VII of the FDP

The FDP Mission / Core Purpose: To streamline the administration of federally sponsored research and foster collaboration to enhance the national research enterprise while maintaining high standards of stewardship and accountability

Researchers doing research, not administration

What is the FDP?

- A cooperative initiative convened by the Government-University-Industry Research Roundtable (GUIRR) of the National Academies of Sciences, Engineering, and Medicine (NAS)

- A unique forum for individuals from universities and non-profit research institutions to work collaboratively with federal agency officials to improve the national research enterprise

- Attendees include federal agency officials and university and non-profit research institution administrators, faculty, and electronic research administration managers.

History of the FDP

Phase VII: 2020-2026

Phase VI: 2014-2020

Phase V: 2008-2014

Phase IV: 2002-2008

Phase III: 1996-2002   Federal Demonstration Partnership

Phase II: 1988 - 1996   Federal Demonstration Project

Phase I: 1986 - 1988   Florida Demonstration Project

Pre-FDP: 1985   Hearing and Report by GUIRR

We're Entering Phase VII Together!

- **Implemented organization-wide strategic planning process from 2018-2019**

- **Phase VII Goals and Objectives**

  - Demonstrate positive impact on administrative efficiency and effectiveness

  - Institutionalize evaluation to determine the relevance and impact of the FDP

  - Strengthen resources and infrastructure to sustain FDP growth

  - Actively engage community partners—administrators, faculty, and federal representatives

  - Tell a powerful FDP story to internal and external audiences

History of Success

- Expanded Authorities

- Standard Federal "Research" Terms and Conditions

- FDP Subaward Agreement Templates

- Standard Government-wide Terms and Conditions

- Faculty Burden Survey

- FDP Clearinghouse for Financial Conflict of Interest

- FDP Expanded Clearinghouse

- NAS Reports on Reducing Administrative Burden

New Phase VII Members

Allen Institute
Boston VA Research Institute
Bowie State University
California Polytechnic State University
California State University Los Angeles
Children's Hospital Los Angeles
Cleveland State University
Cold Spring Harbor Laboratory
Fred Hutchinson Cancer Research Center
Harvard Medical School
Kansas State University
Lehigh University
Loyola Marymount University
Mayo Clinic
MedStar Health Research Institute
Memorial Sloan Kettering Cancer Center
Montana State University
Morehouse College
New Mexico Institute of Mining and Technology
North Carolina Agricultural & Technical State University
Oregon State University
Princeton University
Regenstrief Institute, Inc.
Research Institute at Nationwide Children's Hospital
RF SUNY - Binghamton University
RF SUNY - University at Buffalo
RFSUNY - University at Albany
Rochester Institute of Technology
Rutgers, The State University of NJ
Tennessee State University
Tennessee Technological University
Texas A&M University-Corpus Christi

The Broad Institute of MIT and Harvard
The Regents of the Univ. Of Calif., U.C. San Diego
The Regents of the University of California, Merced
The Regents of the University of California, Santa Barbara
The Regents of the University of California, Santa Cruz
The Research Foundation for SUNY @ Downstate Medical Center
The Salk Institute for Biological Studies
Thomas Jefferson University
University of California, Riverside (UCR)
University of California at Davis
University of California Berkeley
University of California, Agriculture and Natural Resources
University of California, Irvine
University of California, Los Angeles
University of California, San Francisco
University of Louisville
University of Mississippi
University of Nevada Las Vegas
University of Nevada, Reno
University of New Hampshire
University of Oklahoma Health Sciences Center
University of Oregon
University of Rhode Island
University of Texas MD Anderson Cancer Center
University of the District of Columbia
University of Vermont
University of Wisconsin - Milwaukee
University of Wyoming
Vanderbilt University Medical Center
Virginia Polytechnic Institute and State University
Wake Forest University Health Sciences
William Marsh Rice University

FDP Phase VII Membership

- 217 Institutional Members
  - 48 Emerging Research Institutions (ERI) (22%)
  - 32 Minority Serving Institutions (15%)

- 10 Federal Agencies
  - NSF, NIH, ONR, USDA, AFOSR, ARO, AMRMC, NASA, EPA and DHS

Member Responsibilities

Institutional Expectations

- Follow the standards and requirements of the federal government for administering federal awards for research
- Appoint a Faculty Representative, an Administrative Representative, and an optional Information Technology Representative
- Ensure that the Administrative Representative and the Faculty Representative each attend at least two regularly scheduled FDP general membership meetings within each calendar year
- Participate in new or ongoing FDP Demonstrations, as appropriate

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Institutional Expectations

- Keep the institutional profile in the Expanded Clearinghouse up to date
- Utilize the Expanded Clearinghouse for subrecipient monitoring activities
- Use the FDP subaward templates
  - Required with other FDP members
  - Encouraged with non-FDP institutions
- Complete an annual report as requested
- Execute a Memorandum of Agreement
- Remit the annual membership dues

Representative Expectations

The Administrative, Faculty, and Technical Representatives are expected to:

- Attend at least two regular FDP meetings held in January, May, and September

- Participate on committees, working groups, and task forces

- Serve as advocates for their colleagues

- Share information with institutional partners

Institutional Tasks - Due October 31

- Return signed MOU and designate Administrative Representative

   David Wright (dwright@nas.edu)

- Submit Expanded Clearinghouse Profile Editor name

   https://www.surveymonkey.com/r/BMX3GS2

- For new FDP Phase VII Members with existing Expanded Clearinghouse Profiles - update profile and select FDP Member "yes"

   ExpClearinghouse@thefdp.org

Institutional Tasks (cont.)

- Submit profiles in FDP Expanded Clearinghouse - November 30

  - https://fdpclearinghouse.org/

  - ExpClearinghouse@thefdp.org

- Setup FDP Institutional profile

  David Wright (dwright@nas.edu)

- Designate Faculty and Technical Representatives

- Attend New Member Orientation Part II - Friday, January 8th

- Attend Committee Update Plenary session - Monday, January 11th

Future Onboarding Webinars

- Friday, January 8th, Noon - 1:30
  - Expectations of representatives
  - FDP Operating Guidelines
  - How to engage in FDP work
  - Volunteer opportunities
  - Faculty emphasis in FDP

- Monday, January 11th
  - Afternoon Plenary Session – All committee updates
    - Volunteer opportunities for all representatives
    - Whom to contact to volunteer with committees

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FDP Committees

FDP EXECUTIVE COMMITTEE

FDP CO-Chair: Alexandra Albinak; **FDP Co-Chair:** Michele Masucci; **FDP Federal Representative:** Debbie Rafi, ONR

PROGRAMMATIC COMMITTEES

OPERATIONAL COMMITTEES

| FACULTY COMMITTEE | eRA COMMITTEE | RESEARCH ADMIN COMMITTEE | FINANCE, AUDIT & COSTING COMMITTEE | RESEARCH COMPLIANCE COMMITTEE | EMERGING RESEARCH INSTITUTIONS | FINANCE COMMITTEE | MEMBERSHIP COMMITTEE | COMMUN- ICATIONS COMMITTEE | INFRA- STRUCTURE COMMITTEE |

SUBCOMMITTEES

Contracts	Animal Care and Use
Expanded Clearinghouse	Conflict of Interest
Open Government: Research Admin Data	Data Stewardship
	Export Controls
Subawards	Human Subjects

Last Updated: 7/23/2020

Executive Committee

Provides general direction of FDP activities

- **Members:**
  - Administrative Co-Chair – elected by institutional administrative representatives
  - Faculty Co-chair – elected by institutional faculty representatives
  - Senior Federal Official
  - Director of the National Academies Government-University-Industry Research Roundtable (GUIRR)
  - The FDP Executive Director
  - One (1) senior federal science official (appointed by the Office of Science and Technology Policy)
  - Co-chairs from each of the FDP operational/programmatic committees
  - Additional representatives as appointed by Co-Chairs

Operational Committees

There are four operational committees:

- Communications

- Finance

- Infrastructure

- Membership

Communications Committee

- Approves FDP publications (printed or electronic)

- Provides direction for the FDP web site

- Oversees the FDP Biannual Report

- Compiles/disseminates meeting proceedings

- Develops/distributes outreach materials

- Sets FDP publication style guides

Finance Committee

- Reviews annual budgets

- Sets financial-related policies and procedures

- Monitors the payment of dues

Infrastructure Committee

- Identifies, develops, and documents tools for facilitating communications, information gathering, and alignment across all FDP Operations. Provides training and oversight of use, if required.
    - Provides support to the executive committee to enhance cross-functional activities
    - Maintains FDP Operational Guidelines, by reviewing at least annually and submit substantive updates to the Executive Committee for approval
    - Maintains documentation of committee responsibilities and membership
    - Inventory, update, and archive FDP organizational documents, including the FDP Organizational Chart and associated documents and information
- Identifies and develops project management tools to be utilized in the conduct of FDP activities. Provides training and oversight, if required.
    - Facilitates interaction, standards, and documentation related to internal FDP data systems

Membership Committee

- Conducts new attendee activities at meetings

- Evaluates/recommends requests for affiliate membership

- Encourages increased federal participation

- Facilitates transition process for new FDP phases

- Oversees nomination/election procedures

- Manages annual reporting process

Programmatic Committees

There are six Programmatic Committees, each with their own subcommittees and working groups:

- Electronic Research Administration (eRA)
- Emerging Research Institutions (ERI)
- Faculty
- Finance/Costing/Audit
- Research Administration
- Research Compliance

eRA Committee

- Works to identify opportunities to reduce administrative burden in electronic processes and communications

- Informs the federal e-grants activities by providing institutional input

- Supports the development of improved electronic interfaces between the government and the research community

- Provides IT consultation for Demonstrations and committees as requested

- Examines ways for FDP to best function in the digital age

ERI Committee

- Encourages and facilitates ERI representation in FDP demonstrations, committees, working groups.
- Identifies ERI characteristics relevant to FDP goals
- Broadens knowledge about ERIs by non-ERI members
- Works with federal agency partners to increase mutual knowledge regarding agency practices and ERI challenges
- Reviews data from Faculty Workload Survey and Biannual Report containing ERI membership feedback to understand ERI characteristics and needs

Faculty Committee

- Serves as the forum for faculty representatives
- Provides faculty input on all FDP activities
- Shares information from other operational and programmatic committees
- Incubates and develops new Demonstration proposals
- Develops surveys of faculty at member institutions to garner necessary information to direct proposed activities

Financial, Audit, and Costing Policy Committee

- Explores opportunities to simplify financial, audit, or cost policies without compromising accountability.

- Administrative Cost Working Group

- Project Certification

- Procurement Standards Working Group

Research Administration Committee

Identifies opportunities to make federal administrative requirements simpler and less costly without compromising accountability

Subcommittees include:
- Data Transfer and Use Agreement

- Open Government: Research Administrative Data

- Subaward Templates

- Expanded Clearinghouse

Research Compliance Committee

- Reviews existing and new requirements imposed by federal regulations

- IRB Wizard Demonstration

- Organizational Conflict of Interest

- Foreign Influence (Conflict of Commitment)

- Data Transfer and Use Agreement Pilot

- Compliance Unit Standard Procedure (CUSP)

- Subawards/MOU for Animal Care

FDP Demonstrations and Getting Involved

FDP Demonstrations

- Have specific objectives and may require an evaluation of outcomes in order to determine suitability for the full FDP

- Normally involves at least one member institution and may involve a federal agency

- Must be approved by the appropriate Committee Co-Chairs and/or Executive Committee based on Demonstration type

Demonstration Types

Demonstrations encompass the following five activity groups:

- Exploratory Initiative, Study, or White Paper Development

    activity to initially review or research an issue that furthers the FDP's mission to streamline the administration of federally sponsored research; completed prior to advancing to another demonstration type; assessment of current state and follow-up evaluation of outcomes may be required

- Tool or Guidance Document

    activity that provides specific information for the FDP to either meet its needs for planning or to provide information in response to questions addressed to the FDP; assessment of current state and follow-up evaluation of outcomes may be required

Demonstration Types

- Survey

  activity that provides specific information for the FDP to either meet its needs for planning or to provide information in response to questions addressed to the FDP; assessment of current state and follow-up evaluation of outcomes may be required

- Pilot project

  formal activity of the FDP that may need written commitments from specific federal agencies and FDP member organizations confirming their intention to participate in the pilot project and evaluate it at appropriate points in its development and implementation; assessment of current state and follow-up evaluation of outcomes is required
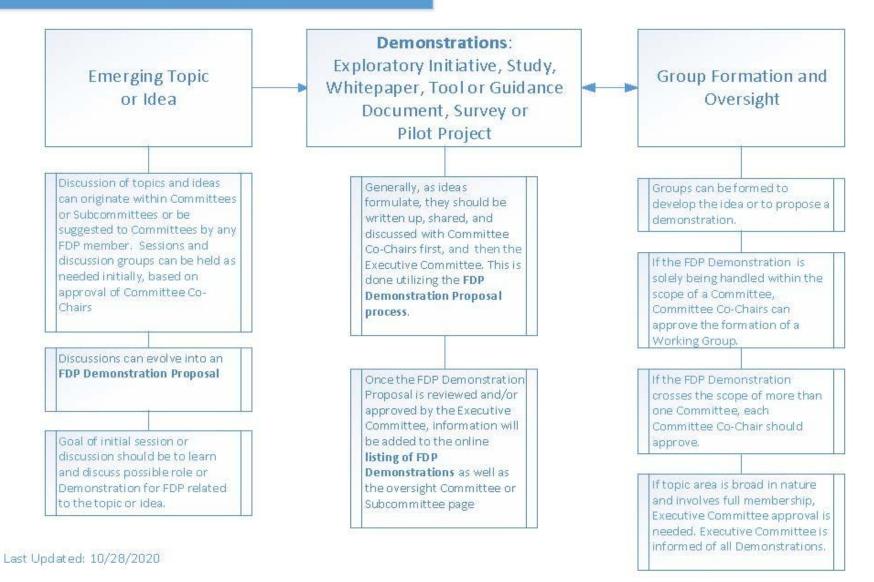
- Ongoing project

  ongoing extension of any demonstration activity that has completed the evaluation of outcomes and resulted in sustained FDP membership and/or federal agency benefit; participation in an ongoing project may be a requirement of FDP membership

FEDERAL DEMONSTRATION PARTNERSHIP
Redefining the Government & University Research Partnership

Demonstrations include various types of activities such as studies, surveys, tools, guidance documents, new initiatives, pilot projects, and ongoing projects. Demonstrations have specific objectives and may require an evaluation of outcomes in order to determine suitability for the full Federal Demonstration Partnership (FDP). A demonstration would normally involve at least one member institution and may involve a federal agency. All demonstrations must be approved by the appropriate Committee Co-Chairs and/or Executive Committee.

THE INITIATION AND EVOLUTION OF AN FDP DEMONSTRATION

Emerging Topic or Idea

Demonstrations:
Exploratory Initiative, Study, Whitepaper, Tool or Guidance Document, Survey or Pilot Project

Group Formation and Oversight

Discussion of topics and ideas can originate within Committees or Subcommittees or be suggested to Committees by any FDP member. Sessions and discussion groups can be held as needed initially, based on approval of Committee Co-Chairs

Discussions can evolve into an **FDP Demonstration Proposal**

Goal of initial session or discussion should be to learn and discuss possible role or Demonstration for FDP related to the topic or idea.

Generally, as ideas formulate, they should be written up, shared, and discussed with Committee Co-Chairs first, and then the Executive Committee. This is done utilizing the **FDP Demonstration Proposal process**.

Once the FDP Demonstration Proposal is reviewed and/or approved by the Executive Committee, information will be added to the online **listing of FDP Demonstrations** as well as the oversight committee or subcommittee page

Groups can be formed to develop the idea or to propose a demonstration.

If the FDP Demonstration is solely being handled within the scope of a Committee, Committee Co-Chairs can approve the formation of a Working Group.

If the FDP Demonstration crosses the scope of more than one Committee, each Committee Co-Chair should approve.

If topic area is broad in nature and involves full membership, Executive Committee approval is needed. Executive Committee is informed of all Demonstrations.

Last Updated: 10/28/2020

Examples of Current Demonstrations

- Faculty Workload Survey (FWS) (3ʳᵈ edition)
- (FACT) Faculty-Admin Engagement
- Expanded Clearinghouse for Institutional Profile Information
  - https://fdpclearinghouse.org/
- Working Group on Foreign Influence in Research
- Data Use and Sharing
- SciENcv Science Experts Network Curriculum Vitae (Researcher Profile Portal)
- JAD Joint Application Design team with Grants.gov
- Uniform Guidance and Procurement

Getting Involved

Mailing lists:

http://thefdp.org/default/mailing-lists/

Committees:

http://thefdp.org/default/committees/

Operations: http://thefdp.org/default/about/fdp-operations-information/

Demonstration Information (includes list of current Demonstrations):

http://thefdp.org/default/demonstrations/

Meetings (includes ppts, notes, and recordings):

http://thefdp.org/default/meetings/

Questions

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