

## REReport Reporting Web Conference (April 9, 2009)

**Presenter:** John Mingee

**Moderator:** Bart Hewitt

### Question 1:

When you discussed "Guiding Principles" does "grants" include "Hatch"?

Response:

Yes, Hatch and all formula funding are, and have been for many years, grants. Hatch and other formula grants are applied for via Grants.Gov in response to Formula Grant Opportunities (FGO).

### Question 2:

How will this new system interface with the plan of work and annual report software/reporting?

Response:

Using the "Classification" tab, the user will find a section that will allow Hatch and Evans-Allen projects to be associated to Planned Programs defined in the most current AREERA Plan of Work covering Research submitted by the reporting institution. The REReport web software will provide a drop down selection list of the Planned Programs. Each project may be associated to more than one Planned Program if appropriate, with the percent the project relates to a Planned Program. In addition, there will be a selection for "Unplanned Program" consistent with the approach taken for the Annual Report which allows previously Unplanned Programs to be added as part of the Annual Report. The Plan of Work and Annual Report software will be enhanced to detect and disclose projects associated to unplanned programs, which therefore require the addition of new Planned Programs.

### Question 3:

The estimated budget and FTEs...will we be held accountable for those numbers that we estimate? Will documentation be required when the actual differ from the estimates?

Response:

The collection of the estimates is for informational purposes only and is needed to provide an order of magnitude and will not require reconciling. FTEs for student involvement will be collected as a means to demonstrate educational value of projects.

### Question 4:

On the project initiating screens – was there a place for multiple performing departments (to coincide with multiple investigators)?

Response:

There was not, because it had not occurred to us. We are determining the effort required to add multiple departments.

Question 5:

...has Biohazardous Materials been omitted from the official Assurance Statement?

Response:

REEReport plans to collect the appropriate assurance statements, as defined by our Office of Extramural Programs (OEP), for Formula Grant projects. Non-formula grants include necessary assurance statements as part of the application process separate from REEReport.

Question 6:

Who is submitting the Project Initiation? The PI or the Administrator, ie: myself?

Response:

For Formula Grant funding the submitting organization will decide. The software will include workflow and approval processing for the submitting institution. The workflow and approval control settings made by each institution will determine who is the submitter.

The workflow has not been demonstrated, we realize we have to do so in order to convey an understanding. We will schedule that as soon as we can.

Question 7:

Will we be able to take the financial information and sort it by planned program?

Response:

Yes. The function is intended to be included in the Leadership Management Dashboard (LMD) this fall or winter. It requires the combination of CRIS/REEReport project data and Plan of Work Planned Program data. The association will be done using KAs reported in both projects and Planned Programs. Please contact the LMD staff at [LMDFeedback@REEIS.USDA.GOV](mailto:LMDFeedback@REEIS.USDA.GOV) for more information. The LMD will be demonstrated at the NARAOC conference in Baltimore. Session 27 April 28 and session 51 April 29.

Question 8:

Will we have this presentation at Baltimore later this month?

Response:

Yes, at session 17 at 8:30 April 28, a shared session with NIMSS, so this will be run through very quickly. In addition, this web-conference is recorded and is available for you to play back at: [http://www.csrees.usda.gov/about/strat\\_plan\\_web.html](http://www.csrees.usda.gov/about/strat_plan_web.html) (scroll down about a screen to see the list of recorded web conferences)

Question 9:

Can the pre-populated data from grants.gov be edited once in your system?

Response:

In order to change data provided via Grants.Gov users should contact our Office of Extramural Programs (OEP). REEport will have access to the most up to date information within CSREES' e-Grants database(s).

Question 10:

Are there any plans to prepare training materials for individual faculty members?

Response:

The issue of training materials is scheduled to be considered this summer. We are in discussion with our training specialist regarding having on-line web-based training materials.

Question 11:

Will estimated budgets be required for Evans-Allen projects in this new format?

Response:

Yes. All four of the major formula grant programs, Hatch, Evans-Allen, McIntire-Stennis, and Animal Health will be asked for estimated budgets.

Question 12:

When do you anticipate this to be up and running?

Response:

We have been tasked to make the system available for stakeholders to begin testing in a test "sandbox" during April 2009. As of mid April we do not have the necessary server hardware to do so, it is overdue. We will make the sandbox test available as soon as the hardware is available.

Our goal is to have the first phase of production software in place for a start up Oct. 1 by selected institutions.

Question 13:

Will sites be able to download project information; i.e., AD-416, AD-417?

Response:

For download from CSREES to institution:

Project abstract images will be available for printing or electronic storage through REEport, however the familiar AD-4xx identifications will no longer be used.

We also plan to make available data field downloads, however because of changes in the data collected there might be two download formats, a legacy format and a new expanded format to include the additional data elements.

For upload from the institution to REEport:

We are considering the issues. We understand some institutions have automated systems that can provide data streams. We haven't worked out the details as yet, we hope to be able to allow an upload to pre-populate data fields in a manner similar to the way we pre-populate with Grants.gov or NIMSS data. Data editing and validation (error corrections) will be done on-line using the REEport web software.

Question 14:

Will project information currently existing in CRIS be migrated to REEport?

Response:

All legacy CRIS data will be retained. The REEport software is a new data collection tool, the CRIS database will be enhanced and renamed to include the necessary data element changes. After REEport data is submitted to CSREES and reviewed for completeness by staff, the REEport data will be resident in the renamed CRIS (now REEport) database. The renaming is in response to the need to have one database capable of containing information from all three mission areas: Research, Education, and Extension.

Question 15:

Will the REEport generate a form (or multiple forms) that we print out for our records, replacing the current CRIS forms AD-416, AD-417, CSREES-2008, AD-421?

Response:

Yes. Project abstract images will be available for printing through REEport, however the familiar AD-4xx identifications will no longer be used.

Question 16:

Will we be able to export data from REEport, as some of us do now from CRIS?

Response:

We plan to make available data field downloads, however because of changes in the data collected there might be two download formats, a legacy format and a new expanded format to include the additional data elements.