

ARRA Quarterly Reporting

How MIT will report required ARRA information for the quarter that closes September 30, 2009?



Massachusetts Institute of Technology



Agenda

- American Recovery and Reinvestment Act of 2009
- Reporting standards
- My ARRA in Coeus Lite
- Roles and responsibilities
- Communicating about report completion
- My ARRA fields
- Compliance and consequences
- Making corrections
- Timeline
- Question and answer
- Resources

American Recovery and Reinvestment Act of 2009

- Provided \$22 Billion in R&D Funding
 - MIT has received ~\$82M to date
- Section 1512 mandates quarterly reports intended to provide the public with an unprecedented level of transparency into federal spending

Section 1512 of the American Recovery and Reinvestment Act

- Recipient reports will answer important questions:
 - Who is receiving ARRA dollars and the amount?
 - What projects are being funded?
 - What is the completion status?
 - What is the impact on job creation/retention?

Section 1512 of the American Recovery and Reinvestment Act

- Reports will be made public to ensure accountability for timely, prudent, and effective spending

High compliance standards and significant consequences

- Awarding Agency may use remedial actions to ensure compliance:
 - Withholding funds
 - Termination
 - Suspension and Debarment (individual and/or institution)

ARRA compliance is important

MIT...

- requires that PIs complete ARRA reports
- will restrict research accounts on the deadline if a report not approved
- will submit reports on deadline, even if incomplete
- is notifying Department Heads and Assistant Deans about status of ARRA reporting as deadline approaches

MIT's approach

- Developed new CoeusLite module: My ARRA
- Pulls 400 existing data elements from SAP, Coeus, and Data Warehouse
- Requires PIs to review and complete report data
- Allows for easy input of remaining data required (~five fields)

Preview: PIs complete five fields

CoeusLite

Coeus Home | My IRB Protocols | My Proposals | My COI | Inbox

ARRA Award quick card | Sub-award quick card

ARRA Award Details >> | Award Number: | Investigator: |
Account Number: | Award Date: |
Agency/Sponsor: |
Lead Unit: |
Title: |

Vendors
Subcontracts
Print

Mark Complete

More Award Details

Project Status: ?

Activity Code: ?

Award Description: ?
Abstract
Award.

Quarterly Activities/
Project Description: ?
Per NSF guidance, enter "See Award Description" in this field i
As the project progresses, recipients may want to supplement
- Personnel in place;

Jobs Created

Number of Jobs (at MIT) ? : + Jobs at Subs =

Employment Impact: ?

Name	Job Title	FTE
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How much
time?

Best
estimate:
Five minutes
or less for
each award
report

Roles and Responsibilities

Role	Responsibilities
Principal Investigators	Review and complete report data (mandated by section 1512 of ARRA)
	Mark Complete in My ARRA by Friday, October 9, 2009 at 8:00 a.m.
ARRA Administrators	Monitor report completion by PIs and implement local policy to ensure timely submission. May enter award data in My ARRA if requested by PI and appropriate to local practice (can not approve by proxy)
Department Heads	Take appropriate steps to ensure timely submission by PIs
Assistant Deans	Monitor ARRA report completion.

Auto-email notifying those who can influence compliance

To	Weds. Sept. 30	Fr	After 8:00 a.m.: 'Report not complete. Data has been updated. Contact the relevant department if you have any questions.'	ay October 9
Principal Investigators				
ARRA Administrators	'For the following award, a required report is not complete'			
Assistant Deans	'For the following award, a required report is not complete'			
Department Heads	'For the following award, a required report is not complete'			

Closer Look: My ARRA awards list

 CoeusLite User: Wood, Ca

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List of ARRA Awards

Account Number	Award Number	Title	PI	Sponsor	Status
6920159	0615164	CSR:Small: CoreTime:Dynamic Computation Migration for M ...	Kaashoek, M Frans	NSF	Incomplete
6920004	0842751	Merging of Observations and Models for the Earth's Schu ...	Williams, Earle R	NSF	Incomplete
6919607	0843358	Microbial Structures in Neoproterozoic Cap Carbonates	Bosak, Tanja	NSF	Incomplete
6919796	0844188	CAREER: The Symplectic Category, Floer Field Theory, a ...	Wehrheim, Katrin	NSF	Incomplete
6918995	0844472	Collaborative Research: Bayesian Cue Integration in Pro ...	Gibson, Edward A	NSF	Incomplete
6920063	0844620	CAREER Three-Dimensional Onset and Evolution of Spontan ...	Eqedal-Pedersen, Jan	NSF	Incomplete
6919791	0844626	CAREER: Efficient Computation in the Physical World	Aaronson, Scott	NSF	Incomplete
6919014	0844994	CAREER: Circuit and System Techniques for High-Throughp ...	Stojanovic, Vladimir Marko	NSF	Incomplete
6920384	0845296	CAREER: Non-equilibrium Dynamics in Cuprate Superconduc ...	Gedik, Nuh	NSF	Incomplete
6919901	0846628	CAREER: Terahertz Electronics based on Nitride Nanowire ...	Palacios, Tomas	NSF	Incomplete
6919868	0847843	Neutrino Physics at MIT	Conrad, Janet Marie	NSF	Incomplete
6919790	0850639	Collaborative Research Environmental control of Tropica ...	Emanuel, Kerry Andrew	NSF	Incomplete
6919797	0852384	Transport in Baroclinic Flows	Plumb, Raymond Alan	NSF	Incomplete
6919794	0853470	High Temperature Terahertz Quantum Cascade Lasers	Hu, Qing	NSF	Incomplete
6918994	0853488	FRG: Collaborative Research: Mathematical Modeling of R ...	Ceder, Gerbrand	NSF	Incomplete
6919872	0854026	Science and Engineering of Ion Concentration Polariztio ...	Han, Jongyoon	NSF	Incomplete
6920372	0854230	Propulsion Through Diffusion	Peacock, Thomas	NSF	Incomplete
6919793	0855052	Atomic Ensembles Entangled by Light for Measurements Be ...	Vuletic, Vladan	NSF	Incomplete
6920021	0855402	Quantifying Material Microstructures with Quaternions	Schuh, Christopher A	NSF	Incomplete
6920484	0856003	Studies of Plasmasphere Boundary Layer with a Distribut	Coster, Anthea I	NSF	Incomplete

Coeus: Clarifying field definitions

Award Number: Sponsor award number formatted to meet sponsor-specific ARRA guidance.

Account Number: MIT's WBS element

Award Number:	6843799	Investigator:	John C. Lagarias
Account Number:	6102000	Award Date:	07/20/2009
Agency/Sponsor:	5005001-4000 - NSF		
Lead Unit:	6030021 - Mechanical and Astronautical Engineering		
Title:	Managing an Uncertainty and Mobility for the ... Research		

Award Date: Date fully executed (contract) or issued (grant)

Coeus: Field definitions, cont'd.

Project Status: Pick percent complete from drop-down list

The screenshot shows a portion of the Coeus form with the following fields:

- Project Status:** A dropdown menu with the text "-----Please Select-----" and a downward arrow.
- Activity Code:** A dropdown menu with the text "-----Please Select-----" and a downward arrow.
- Award Description:** A text input field.
- Quarterly Activities/Project Description:** A text input field.

- Please Select-----
- Not started
 - Less than 50% completed
 - Completed 50% or more
 - Fully completed

Activity Code: Pick from drop-down list.

Award Description: Set by OSP at setup. For progress affects the work.

Quarterly Activities/Project Description: Pre-populated with specific guidance from NIH and NSF. Reference award description and only add significant updates.

Field definitions, cont'd

Number of Jobs: Jobs created and/or retained under this award. Data pulled from payroll system. PI should verify.

Jobs Created

Number of Jobs(At MIT): + Jobs at Subs =

Employment Impact:

Employment Impact: Pre-populated with standard language developed at MIT. Intended to highlight impact of stimulus funds on employment.

My ARRA: Vendors

Award Number:	084101	Investigator:	Malinda, Flor
Account Number:	1020001	Award Date:	07/20/2009
Agency/Sponsor:	Department of Energy		
Lead Unit:	Office of Biological and Environmental Research		
Title:	Mergers and Acquisitions and Models for the Energy Subsector		

List of Vendors		
This section of the ARRA report lists vendors payments greater than or equal to \$25,000. At t contain any payments to vendors that exceed this threshold. Therefore, no data is displayed		
Vendor Name	Vendor DUNS	Zip Code

- Vendor information required when payments exceed \$25,000 (suppliers, services, and contractors)
- This information is based on procurement activity and changes must be made in SAP

Final PI step



Mark Complete

- PIs complete the report by clicking **Mark Complete**
- PIs are confirming that they have reviewed system data and added additional required information

Who can see ARRA report data and status?

	Principal Investigators	ARRA Administrators	Assistant Deans	Department Heads	OSP, VPF
For...	your ARRA awards	PIs in the department	PIs in your school	PIs in the department	All PIs with ARRA awards
You can...	View Edit Mark Complete to approve	View Edit Note: Cannot Mark Complete	View	View	View

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Extenuating Circumstances - if a PI can't complete reports

- Severe illness or death in the family
 - OSP Director Michelle Christy will have the ability and authority to submit a report on behalf a PI
- Not considered extenuating circumstances
 - Travel commitments
 - Vacations
 - Grant deadlines
 - Teaching commitments

Consequences - if a PI doesn't complete reports...

- MIT will submit the available information
 - Information in Coeus will be transmitted after the 8:00 a.m. PI deadline on October 9, 2009
- Accounts will be placed in restricted status
 - No further spending will be allowed on the award
 - My ARRA will be “locked”
 - PI contacts Michelle Christy to get access to My ARRA to complete their report

Corrections

- Should be rare
 - Most data is delivered from reliable sources
- Required only when...
 - Material omissions or significant reporting errors which may result in the public being misled or confused (defined by the Office of Management and Budget)
- If omissions or errors are identified
 - And the PI marked the report complete, or
 - It is 11 – 21 days after the close of the quarter

Contact your OSP Contract Administrator

Open, ongoing process

- Federal requirements
 - Have changed since they were announced
 - We expect them to change again
- We have sought a lot of advice
 - Principal Investigators
 - Research Council
 - ARRA reporting working group
 - Vice President for Research
 - Vice President for Finance
 - Colleagues at Peer Institutions

Timeline

Day 2	Friday, October 2, 2009	Report data available in My ARRA in CoeusLite
Day 5	Monday, October 5, 2009	OSP begins daily submission of completed reports
Day 6	Tuesday, October 6, 2009	Department Heads and Assistant Deans notified of incomplete reports
Day 8	Thursday, October 8, 2009	Final reminder sent to PI, Department Heads and Assistant Deans regarding incomplete reports
Day 9	Friday, October 9, 2009	PI must complete report by 8 a.m. or account spending will be restricted
Day 9	Friday, October 9, 2009	OSP will submit all remaining reports to FederalReporting.gov

What questions do you have?

Resources

- ARRA web page:

http://web.mit.edu/osp/www/arra_reporting.html

- My ARRA in CoeusLite:

<http://coeus.mit.edu/coeus>

Contains: Quick cards, Data Dictionary, and ARRA guidelines