



Greetings from Dr. Robert Nobles, VPRA



Hello from the Office of Research Administration! Great things are happening in ORA and we are excited to share with you some of the initiatives, strategic actions, and plans for the 2024 fiscal year.

Please take a few minutes to watch this [special video message](#) from Dr. Robert Nobles. As always, thank you for your ongoing commitment to research excellence and partnership!

Featured Highlights

Finance Organizational Updates

Author: Belva White, VP, Finance & Treasury

Effective Feb. 1, 2024, the Grants A/R team within the Controller's Office will move from the Finance Division to the Office of Research Administration's Research, Grants, and Contracts (RGC) team, reporting to Edwin Bemmell, Asc. VP, Research/Grants/Contracts. With this change, Vakela Kelly, Sr. Director, Accounting Operations, will report to Edwin. These Controller's Office employees will also move to RGC: Nadia Sosiah, Victoria Boyer, Raquel Letson, Ifeoma Ude, Evadine Davis, and John Wall IV.

The purpose of this change is to enhance our collective support of Emory's financial and research constituents. Aligning RGC and Grants A/R will allow Emory to build a seamless support unit for our research mission that improves communication and empowers the team to enhance current processes and meet stricter compliance requirements from our sponsors.

If you have questions about this transition, please reach out to [Adam Greenfield](#) or [Edwin Bemmell](#). We look forward to seeing this team's role in supporting the critical research efforts at Emory.



[Introducing OKRs: A New Chapter in the Office of Research Administration at Emory](#)

Author: Lisa Wilson, Interim Assistant Vice President, ORAO

A Strategic Shift to Drive Research Excellence

Emory's Office of Research Administration (ORA) is taking a significant step forward in an ever-evolving academic environment. Inspired by John Doerr's influential book, "Measure What Matters," our leadership team has embraced the Objectives and Key Results (OKRs) framework. This strategic decision is more than a new business practice; it's a commitment to unify and strengthen our research endeavors, guiding us toward a major milestone and objective: achieving \$1 billion in research expenditures. [Read More](#)

[FY23 Mission Metrics Now Available](#)

Author: Alex Wagner, Director, Research Data Analytics, RBO

[View the FY23 Mission Metrics Report](#)

What are Mission Metrics?: This dashboard was developed as a reporting process for faculty facing metrics. The goal is to supply meaningful metrics to faculty to measure performance of ORA's departments and units. This data-informed dashboard will seek to improve ORA's transparency and identify areas for improvement. The metrics are produced in several phases to incorporate feedback and develop additional metrics.

The FY23 Mission Metrics are now available on the [RBO website](#).



[The New ORA RACI Framework: A Guide for Enhanced Collaboration Between Central and Non-Central Research Administration](#)

Author: Lisa Wilson, Interim Assistant Vice President, ORAO

As part of our ongoing commitment to fostering a culture of clarity and efficiency in research administration, ORA is proud to introduce the ORAO RACI: A Governance Framework for Central and Non-Central Research Administration. This strategic approach streamlines operations and enhances communication across our diverse research community. [Read More](#)

[An Interview with the Visionaries Behind the New FORT Focus Group](#)

Author: Lisa Wilson, Interim Assistant Vice President, ORAO

Interviewer: Tell us about the newly formed FORT Focus Group.

Focus Group Coordinators: The FORT Focus Group, initiated by the collaborative efforts of the Office of Research Administration Optimization (ORAO) and Enterprise Data Analytics & Strategic Support (EDA&SS), is on a mission to redefine productivity and end-user satisfaction with the Financial Outlook Reporting Tool (FORT). This new approach to enhancing the user experience isn't just about resolving FORT pain points; it's about crafting a pathway for optimal use and pushing the boundaries of what we can achieve with this powerful tool. [Read More](#)

New! FORT Tips and Tricks

FORT Tips and Tricks are created based on questions and feedback reported by users. Features of the FORT system as well as how to navigate them will be shared in detail along with screenshots, if applicable.

For more resources on FORT, check out the [FORT webpage](#).

Authors: Amanda Riley, Director, Operations, ORAO
Tiffany Ennis-Henry, Business Analyst III, Data Analytics & Performance

Sorting on the Project Summary Tab

Hyperlink	Award Number	Award Title	Award Start Date	Award End Date	Project Name	Direct LTD Budget	Direct LTD Expenses	Direct LTD Encumbrance	Direct Current Available Balance	Direct Projected Expenses	Direct Projected Surplus/(Deficit)
			4/1/2021	9/17/2026							
			4/1/2021	9/17/2026							
			4/1/2021	9/17/2026							

Highlight the header row (whether the columns are expanded or not), go to the data tab at the top to open the data ribbon, select 'filter,' then choose the column to sort or filter using the drop-down arrow located at the bottom right of that column.

Using Excel Formulas

Type	Employee Name	% Current of Budget	% FTE	Total	Actual	Actual	Actual	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected
Personnel		0.000%	29.50%												
		0.000%	29.50%												

Excel formulas can be used in yellow cells and any white cells above or below the project detail table. However, the formulas are not retained once uploaded. Only the value is retained in yellow projection cells, so the result of the formula in a yellow cell will still be there after it has been uploaded.

Join Us Virtually!

Office of Research Administration Town Hall Meeting with Dr. Robert Nobles, VPRA



When: Tuesday, February 27, 2024

Time: 10:30 AM – 12:00 PM ET

The Office for Research Administration's VPRA, **Dr. Robert Nobles**, is hosting a Town Hall meeting to share important ORA updates. He will also be discussing how our office is working to ensure that Emory's researchers have the administrative support, systems, and technical expertise to maintain Emory's eminence for engaging in ground-breaking research.

Any questions submitted prior to the town hall will be addressed live by Dr. Nobles.

[Register Here](#)

[Submit a Question](#)

Federal Agency Updates

NIH eRA Commons ID



Information sourced by Tricia Callahan, Interim Director, Research Training

An NIH eRA Commons ID is a unique username that serves as a personal identifier within NIH's eRA Commons system. The Commons ID is used for managing grants and other NIH activities and is essential for individuals submitting NIH applications and reports.

Effective mid-January, an NIH eRA Commons ID is required for ALL on the Senior/Key Person Profile (Expanded form).

Read more at NIH's Office of Extramural Research:

<https://nexus.od.nih.gov/all/2023/12/22/a-reminder-commons-id-required-for-all-on-senior-key-person-profile-expanded-form-effective-mid-january/>

NSF and SciENcv Deadlines



Information sourced by Tricia Callahan, Interim Director, Research Training

The use of [SciENcv](#) to create approved senior personnel documents for NSF proposal submission and annual/final reports became mandatory on October 23, 2023. The existing PDF templates for NSF current and pending (C&P) and biographical sketches will no longer be accepted starting on that date.

There are a variety of training resources for getting started in SciENcv that are available on the NCBI website, which is a National Institute of Health (NIH) platform that houses SciENcv:

NCBI Tutorial: https://www.nlm.nih.gov/ncbi/workshops/2023-02_SciENcv/SciENcv_what2know.html

NCBI Help Manual: <https://www.ncbi.nlm.nih.gov/books/NBK3843/>

SciENcv Help: <https://www.ncbi.nlm.nih.gov/books/NBK154494/>

My Bibliography Help: <https://www.ncbi.nlm.nih.gov/books/NBK53595/>

There are also resources on YouTube. A few of those links are listed below:

SciENcv Overview: <https://www.youtube.com/watch?v=eGyHX85DlCE>

Biographical Sketch (NSF): <https://youtu.be/hOzitEU0HXw>

C&P (Other) Support (NSF): <https://www.youtube.com/watch?v=aGegfyAATpk>

SciENcv can be integrated with ORCID to help load applicable publications into your biosketch:

SciENcv: Integrating with ORCID: https://www.youtube.com/watch?v=G_cKSRr7TJ4

As with all system, there is a learning curve so please do not wait until the last minute to register and begin creating your documents in SciENcv. Other Federal departments and agencies will likely recommend using SciENcv soon as there is a push at the Federal level to harmonize processes between federal sponsors.

Currently, the use of SciENcv is also being recommended by the following:

- **NIH** for creating Biosketches and Fellowship Biosketches; *Other Support coming soon!*
- The Institute of Educational Sciences (**IES**) for creating Biosketches
- The Department of Energy (**DOE**) for creating Biosketches and Current and Pending (Other) Support documents on some solicitations.

Department Updates

Environmental Health and Safety Office

[Dual Use of Research Concern](#)

Some biological agents used in research are considered to be Dual Use of Research Concern (DURC) because of their ability to be used both for benevolent purposes or modified in such a way as to present risk to public health and safety, agriculture, animals, and the environment. This includes Gain of Function (GOF) research which involves studies that have the potential to increase pathogen transmissibility and virulence. Examples include Influenza, Severe Acute Respiratory Syndrome (SARS), and Middle Eastern Respiratory Syndrome (MERS) viruses. The Environmental Health and Safety Office has responsibility for oversight of DURC studies. [Read More](#)

Institutional Review Board

[Former eIRB System Archive](#)

Our “old” eIRB system (a.k.a. “Rx”), which we transitioned out of in early 2020, must be decommissioned for technical reasons on January 31. We are working with the system vendor and Emory IT to place IRB records in an accessible archive, for studies that are still within their record retention period. The archive will not be as user-friendly as our old system, so **if you think you may need specific documents in the near future** (ones that weren’t migrated into our new system), it would be good to download them before January 31. Stay tuned for details about the future archive...

[Multisite Federal Grant Reminder](#)

Applying for a federal grant for human subjects research involving multiple institutions, or planning to receive a federal subaward for human research? Remember that **single IRB review** is likely required. As far in advance as possible, review our [Collaborative Research webpage](#) and contact our Reliance Team or IRB analyst to plan for the single IRB review.

[Recorded IRB Webinar: Requirements for Updating and Cleaning Existing Submissions: Make IRB Part of Your New Year's Resolutions!](#)

Our latest webinar aired on January 11. Titled “Requirements for updating and cleaning existing submissions: Make IRB part of your New Year's resolutions!,” it outlined healthy maintenance for ongoing studies to keep up with the latest research rules and guidelines. Reviewing the webinar will help prepare you for requested updates at the time of Continuing Review or Modifications. While you’re there, check out our previous webinar on AI, Machine Learning, and Big Data in research (among others)! See our [Webinars](#) page.

Office of Technology Transfer

[OTT Annual Report: Emory Makes a Difference Across the University, Nation, and World](#)

\$1 billion in sponsored research awards. #2 in licensing revenue. #3 in new drug development.

From nationally competitive rankings to faculty awards and the launch of a female entrepreneurs’ cohort, Emory OTT made its mark on the university and beyond in FY2023. We’re proud to share a few of the past fiscal year’s wins in OTT’s Annual Report, with many thanks to all who helped us achieve these record-breaking accomplishments.

Read the [report](#) to get the inside scoop, and keep up with us OTTers year-round by [following us on LinkedIn!](#)

Research Compliance and Regulatory Affairs

[Reminder: COI/COC - Annual COI Certification Schedule](#)

Emory's annual certification period will begin on December 1, 2023 and conclude on February 29, 2024

If you are responsible for design, conduct, or reporting of research, you will need to disclose: [Read More](#)

[IACUC Newsletter \(January 2024\)](#)

The January 2024 Issue includes:

- IACUC Policies
- Post Approval Attestation of Responsibilities
- Alerts to Researchers
- Remember to complete your annual OHS Questionnaire for Animal Handlers. [Read More](#)

[RCRA News and Updates \(January 2024\)](#)

Research Compliance News and Updates from Your Research Compliance & Regulatory Affairs Team. [Read More](#)

[RCRA Events and Newsletter Webpage](#)

Stay current on upcoming RCRA events and the RCRA quarterly newsletter. [Read More](#)

[ORIC - Monthly Controlled Substances & Dangerous Drugs Webinar](#)

When: Wednesday, February 14, 2024

Time: 12:00 PM – 12:30 PM ET

Join the Office of Research Integrity and Compliance at this short webinar, discussing common questions and concerns about using Controlled Substances and Dangerous Drugs in Research.

You may choose one, all, or some of our offerings. Every month, we will start with a short presentation and end with your questions. **Webinar recordings** from past webinars are available [on our training page](#).

[Register Here](#)

[Faculty Feedback Form](#)

Do you have feedback in reference with ORA? We would love to hear from you.

[Submit Faculty Feedback](#)



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View this newsletter and past editions on our [ORA Newsletter webpage](#)