How does this affect me?

RMS will no longer serve as the primary point of contact for all proposals. Dependent upon the sponsor and activity type, RMS, GBC or ICD will be responsible for proposal preparation and award acceptance for a given project. Please consult the attached Responsibility Matrix for a detailed breakdown of responsibilities.

Other minor changes include:

- After-the-fact proposals to sponsors with complex terms and conditions will be managed by the RMS Specialist.
- Principal Investigators and Post-Award staff will now be notified of the receipt of an award and the analyst assigned to the matter within two days of receiving the notice of award, via an automated CACTAS email.

Why the reorganization?

Two years into the implementation of RMS, it became clear that the division of responsibilities between C&G and RMS was not optimal. Specifically, the separation of the awarding process from the proposal submission was resulting in delays due to the number of hand-offs necessary to get an award set up. By reorganizing C&G and RMS, it is our goal to reduce the turnaround time on awards by improving workflow and minimizing unnecessary hand-offs.

When did these new roles and responsibilities become effective?

July 2013 – Government and Business Contracts formed
November 2013 – Controller’s Office Contracts and Grants Accounting (CGA, formerly Extramural Funds)
took over award setup
February 2014 – Industry Contracts Division (ICD) took over industry funded proposals
April 1, 2014 – RMS teams to take ownership of award processing

What happened to C&G staff?
C&G Specialists and Associates are now RMS Specialists and Associates, affiliated with specific RMS Teams.

Will the analyst who developed my proposal be the same as the analyst who reviews my award?
We will make every effort to assign standard awards to the analyst who developed the proposal. However, there will be circumstances where awards must be reassigned due to workload or vacation leave, for example. Awards that require negotiation of terms and conditions will be assigned to the Specialist on your RMS Team.

Who is handling award acceptance in RMS? Is my RSC taking care of everything now?
Research Services Coordinators (RSCs) will manage award acceptance and set-up for sponsors with standard terms and conditions. RMS Specialists (formally C&G Specialists) will manage award acceptance and set-up for sponsors with complex terms and conditions, including after-the-fact proposals. Each RMS Team will have an assigned RMS Specialist.

Who is responsible for updating PeopleSoft RAS and MyReports?
Since November 2013, Contracts and Grants Accounting (CGA, formerly Extramural Fund Accounting) has updated the PeopleSoft Research Administration System (RAS) and WebLinks. Moving forward, account information will be available in MyReports. The status of award set-up from award receipt to account set-up is available in CACTAS. When RMS sends an award to CGA, CACTAS will show a date in the “Award Set-Up Queue” field. Questions about award set-up status prior to this field being populated should be directed to RMS. Once the field is populated, questions should be directed to EMF.

Questions? Please contact Marge O’Halloran or John Radkowski.