

# School of Dental Medicine Research News

May 2018

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## FY2019 Fringe Rates Announced

The University's federally negotiated fringe rate for the upcoming fiscal year has been announced. For all federally-funded research, the fringe rate will increase from 30% to 33% beginning July 1, 2018. For any new proposals, please be sure to use the new rate. There will be no change to the non-federal rate (33%) or the term rate (17.5%).

## Got Equipment?

If you walk around the building you'd be hard-pressed to go for more than a few minutes without seeing some high-tech equipment. From X-ray machines to ultralow temperature freezers to dental simulators, we've got it all here. If you've ever worked with Procurement to purchase anything costing \$5,000 or more with a useful life of more than a year, you know that you are required to let the University know where the item will live and who is responsible for it. That information is retained by Equipment Accounting, a part of the Controller's Office, and is used for a biannual inventory to ensure everything is where it should be.

For any changes are made to the location of the equipment, including disposition, an Equipment Change in Status Form must be completed and approved by Equipment Accounting *prior* to the change. This is especially important for equipment purchased with sponsored project funding, as the sponsor may have specific requirements regarding ownership and disposition. Discrepancies between the University's inventory and reality can cause serious issues for the University during audits.

The Equipment Change in Status Form is attached at the end of this newsletter. If you have questions, please feel free to contact [dentres@case.edu](mailto:dentres@case.edu) or Elisa Richards, Equipment Accounting ([ing472@case.edu](mailto:ing472@case.edu), 3685183)

## SpartaIRB Training New Courses

UH has just announced a few new courses on the new SpartaIRB system. A number of SpartaIRB User Training sessions have been made available to introduce UHCMC IRB investigators and research teams to the new system:

- x Getting Started in SpartaIRB
- x SpartaIRB: Modifications, Continuing Reviews, Personnel Changes & Study Closures

These trainings will focus primarily on submissions to the UHCMC IRB. Please see the schedule of upcoming sessions below. Research staff who will submit IRB applications are encouraged to attend.

<https://research.case.edu/researchapps/education/onlinecalendar.cfm>

## FY2018 Financial Close Reminder!

Though we still haven't gotten the annual memo from the Office of the Controller, we do expect the FY2018 close to proceed in the same manner as previous years. The general schedule is below. Of import for May is that all journals for activity through April 2018 must be submitted in May. After May 31<sup>st</sup>, all journals for July 2017 April 2018 activity will require a late Cost Transfer form in order to be considered for processing.

x

- x Mid-July, 2018 Deadline for cost transfers (salary and non-salary) for transactions posted on the preliminary June statement.
  - o Transfers for any other month in FY2018 will require the Late Cost Transfer documentation

### Summer Course: CRSP 401 Introduction to Clinical Research

Interested in learning more about Clinical Research? Why not take a summer class? The CRSP 401 "Introduction to Clinical Research" summer course is now open for online registration in the Student Information System (SIS). For processing purposes, all applications must be submitted prior to May 15th. This course can be taken as part of the Master's degree, for degree credit or Non-CRF for no credit.

For more information, please visit <http://case.edu/medicine/crsp/c401/>.

### Learning Opportunities

There are a number of internal opportunities to learn more about research. Please check out the following sites for available classes:

- x CWRU/UH online calendar: <https://research.case.edu/researchapps/education/onlinecalendar.cfm>
- x CAPS (CWRU Administrative Professional Series) <https://case.edu/utech/caps/register/>

### Funding Opportunities

Have a great idea, but not sure where to look for funding? Take a look at some of the options below:

- x Pivot Funding Opportunities Search Tool: [https://pivot.cos.com/funding\\_main](https://pivot.cos.com/funding_main)
  - o A subscription service sponsored by the University, Pivot allows you to create an account with keywords and your interests and searches a database of funding opportunities and can identify potential collaborators.
- x Office of Research Administration Funding page: <http://case.edu/research/facultystaff/funding-ops/>
  - o Includes links to limited submission opportunities, sponsoring agencies, and other info

# Equipment Change in Status Form

*This form is to be used to notify Equipment Accounting of any changes to equipment items that need to be made to the University's Equipment Inventory records.*

Tag # (5 Digits): \_\_\_\_\_ PI Name: \_\_\_\_\_  
Department #: \_\_\_\_\_ Building: \_\_\_\_\_  
Acquisition Cost (if known): \_\_\_\_\_ Room #: \_\_\_\_\_  
Speedtype: \_\_\_\_\_ Serial #: \_\_\_\_\_  
Description: \_\_\_\_\_ Model #: \_\_\_\_\_

**Is Equipment** (select one from drop down menu)

Changing physical location only (complete Section D)

## SECTION A - Transferring out of CWRU

Retirement   
Sold/Traded  Proceeds \_\_\_\_\_ Traded for: \_\_\_\_\_  
Speedtype & Account Proceeds Deposited To: \_\_\_\_\_  
Moving with PI to another Institution  Name of Institution: \_\_\_\_\_

## SECTION B - Transferring into CWRU

Please contact Equipment Accounting at [controller-equipment@case.edu](mailto:controller-equipment@case.edu) or 368-5183.

## SECTION C - Transferring from one department to another

Old Department # \_\_\_\_\_  
New Department # \_\_\_\_\_  
New Custodian \_\_\_\_\_  
New Speedtype (if applicable) \_\_\_\_\_  
New location \_\_\_\_\_

## SECTION D - Changing physical location only

Department # \_\_\_\_\_  
Old Location \_\_\_\_\_  
New Location \_\_\_\_\_  
New Custodian (if applicable) \_\_\_\_\_

APPROVALS:

		Signature	Date
Department Administrator	_____	_____	_____
Department Chair *	_____		_____
Environmental Health & Safety	_____		_____

\* Not needed for Section D

