FDP Welcome Webinar

November 3, 2020
FDP Co-Chairs

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Johns Hopkins University

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Vice President for Research
Professor of Geography and Urban Studies
Temple University
Agenda

● Overview of the FDP
● Member Responsibilities
● FDP Committees
● FDP Demonstrations and Getting Involved
● Q&A
Welcome to Phase VII of the FDP

The FDP Mission / Core Purpose: To streamline the administration of federally sponsored research and foster collaboration to enhance the national research enterprise while maintaining high standards of stewardship and accountability

*Researchers doing research, not administration*
What is the FDP?

• A cooperative initiative convened by the Government-University-Industry Research Roundtable (GUIRR) of the National Academies of Sciences, Engineering, and Medicine (NAS)

• A unique forum for individuals from universities and non-profit research institutions to work collaboratively with federal agency officials to improve the national research enterprise

• Attendees include federal agency officials and university and non-profit research institution administrators, faculty, and electronic research administration managers.
History of the FDP

- **Phase VII**: 2020-2026
- **Phase VI**: 2014-2020
- **Phase V**: 2008-2014
- **Phase IV**: 2002-2008
- **Phase III**: 1996-2002
  - Federal Demonstration Partnership
- **Phase II**: 1988 - 1996
  - Federal Demonstration Project
- **Phase I**: 1986 - 1988
  - Florida Demonstration Project
- **Pre-FDP**: 1985
  - Hearing and Report by GUIRR
We’re Entering Phase VII Together!

• Implemented organization-wide strategic planning process from 2018-2019

• Phase VII Goals and Objectives
  • Demonstrate positive impact on administrative efficiency and effectiveness
  • Institutionalize evaluation to determine the relevance and impact of the FDP
  • Strengthen resources and infrastructure to sustain FDP growth
  • Actively engage community partners—administrators, faculty, and federal representatives
  • Tell a powerful FDP story to internal and external audiences
History of Success

- Expanded Authorities
- Standard Federal “Research” Terms and Conditions
- FDP Subaward Agreement Templates
- Standard Government-wide Terms and Conditions
- Faculty Burden Survey
- FDP Clearinghouse for Financial Conflict of Interest
- FDP Expanded Clearinghouse
- NAS Reports on Reducing Administrative Burden
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FDP Phase VII Membership

• 217 Institutional Members
  • 48 Emerging Research Institutions (ERI) (22%)
  • 32 Minority Serving Institutions (15%)

• 10 Federal Agencies
  • NSF, NIH, ONR, USDA, AFOSR, ARO, AMRMC, NASA, EPA and DHS
Member Responsibilities
Institutional Expectations

• Follow the standards and requirements of the federal government for administering federal awards for research
• Appoint a Faculty Representative, an Administrative Representative, and an optional Information Technology Representative
• Ensure that the Administrative Representative and the Faculty Representative each attend at least two regularly scheduled FDP general membership meetings within each calendar year
• Participate in new or ongoing FDP Demonstrations, as appropriate
Institutional Expectations

- Keep the institutional profile in the Expanded Clearinghouse up to date
- Utilize the Expanded Clearinghouse for subrecipient monitoring activities
- Use the FDP subaward templates
  - Required with other FDP members
  - Encouraged with non-FDP institutions
- Complete an annual report as requested
- Execute a Memorandum of Agreement
- Remit the annual membership dues
Representative Expectations

The Administrative, Faculty, and Technical Representatives are expected to:

• Attend at least two regular FDP meetings held in January, May, and September
• Participate on committees, working groups, and task forces
• Serve as advocates for their colleagues
• Share information with institutional partners
Institutional Tasks - Due October 31

• Return signed MOU and designate Administrative Representative
  
  David Wright (dwright@nas.edu)

• Submit Expanded Clearinghouse Profile Editor name
  
  https://www.surveymonkey.com/r/BMX3GS2

• For new FDP Phase VII Members with existing Expanded Clearinghouse Profiles - update profile and select FDP Member “yes”
  
  ExpClearinghouse@thefdp.org
Institutional Tasks (cont.)

- Submit profiles in FDP Expanded Clearinghouse - November 30
  - [https://fdpclearinghouse.org/](https://fdpclearinghouse.org/)
  - ExpClearinghouse@thefdp.org
- Setup FDP Institutional profile
  
  David Wright (dwright@nas.edu)
- Designate Faculty and Technical Representatives
- Attend New Member Orientation Part II - Friday, January 8th
- Attend Committee Update Plenary session - Monday, January 11th
Future Onboarding Webinars

- **Friday, January 8th, Noon - 1:30**
  - Expectations of representatives
  - FDP Operating Guidelines
  - How to engage in FDP work
  - Volunteer opportunities
  - Faculty emphasis in FDP

- **Monday, January 11th**
  - Afternoon Plenary Session – All committee updates
    - Volunteer opportunities for all representatives
    - Whom to contact to volunteer with committees
FDP Committees
Executive Committee

Provides general direction of FDP activities

• Members:

  • Administrative Co-Chair – elected by institutional administrative representatives
  • Faculty Co-chair – elected by institutional faculty representatives
  • Senior Federal Official
  • Director of the National Academies Government-University-Industry Research Roundtable (GUIRR)
  • The FDP Executive Director
  • One (1) senior federal science official (appointed by the Office of Science and Technology Policy)
  • Co-chairs from each of the FDP operational/programmatic committees
  • Additional representatives as appointed by Co-Chairs
There are four operational committees:

- Communications
- Finance
- Infrastructure
- Membership
Communications Committee

- Approves FDP publications (printed or electronic)
- Provides direction for the FDP web site
- Oversees the FDP Biannual Report
- Compiles/disseminates meeting proceedings
- Develops/distributes outreach materials
- Sets FDP publication style guides
Finance Committee

- Reviews annual budgets
- Sets financial-related policies and procedures
- Monitors the payment of dues
Infrastructure Committee

- Identifies, develops, and documents tools for facilitating communications, information gathering, and alignment across all FDP Operations. Provides training and oversight of use, if required.
  - Provides support to the executive committee to enhance cross-functional activities
  - Maintains FDP Operational Guidelines, by reviewing at least annually and submit substantive updates to the Executive Committee for approval
  - Maintains documentation of committee responsibilities and membership
  - Inventory, update, and archive FDP organizational documents, including the FDP Organizational Chart and associated documents and information

- Identifies and develops project management tools to be utilized in the conduct of FDP activities. Provides training and oversight, if required.
  - Facilitates interaction, standards, and documentation related to internal FDP data systems
• Conducts new attendee activities at meetings
• Evaluates/recommends requests for affiliate membership
• Encourages increased federal participation
• Facilitates transition process for new FDP phases
• Oversees nomination/election procedures
• Manages annual reporting process
There are six Programmatic Committees, each with their own subcommittees and working groups:

- Electronic Research Administration (eRA)
- Emerging Research Institutions (ERI)
- Faculty
- Finance/Costing/Audit
- Research Administration
- Research Compliance
eRA Committee

- Works to identify opportunities to reduce administrative burden in electronic processes and communications
- Informs the federal e-grants activities by providing institutional input
- Supports the development of improved electronic interfaces between the government and the research community
- Provides IT consultation for Demonstrations and committees as requested
- Examines ways for FDP to best function in the digital age
ERI Committee

• Encourages and facilitates ERI representation in FDP demonstrations, committees, working groups.
• Identifies ERI characteristics relevant to FDP goals
• Broadens knowledge about ERIs by non-ERI members
• Works with federal agency partners to increase mutual knowledge regarding agency practices and ERI challenges
• Reviews data from Faculty Workload Survey and Biannual Report containing ERI membership feedback to understand ERI characteristics and needs
Faculty Committee

- Serves as the forum for faculty representatives
- Provides faculty input on all FDP activities
- Shares information from other operational and programmatic committees
- Incubates and develops new Demonstration proposals
- Develops surveys of faculty at member institutions to garner necessary information to direct proposed activities
• Explores opportunities to simplify financial, audit, or cost policies without compromising accountability.

• Administrative Cost Working Group

• Project Certification

• Procurement Standards Working Group
Identifies opportunities to make federal administrative requirements simpler and less costly without compromising accountability

Subcommittees include:
- Data Transfer and Use Agreement
- Open Government: Research Administrative Data
- Subaward Templates
- Expanded Clearinghouse
Research Compliance Committee

• Reviews existing and new requirements imposed by federal regulations
• IRB Wizard Demonstration
• Organizational Conflict of Interest
• Foreign Influence (Conflict of Commitment)
• Data Transfer and Use Agreement Pilot
• Compliance Unit Standard Procedure (CUSP)
• Subawards/MOU for Animal Care
FDP Demonstrations and Getting Involved
FDP Demonstrations

• Have specific objectives and may require an evaluation of outcomes in order to determine suitability for the full FDP

• Normally involves at least one member institution and may involve a federal agency

• Must be approved by the appropriate Committee Co-Chairs and/or Executive Committee based on Demonstration type
Demonstration Types

Demonstrations encompass the following five activity groups:

• **Exploratory Initiative, Study, or White Paper Development**
  activity to initially review or research an issue that furthers the FDP’s mission to streamline the administration of federally sponsored research; completed prior to advancing to another demonstration type; assessment of current state and follow-up evaluation of outcomes may be required

• **Tool or Guidance Document**
  activity that provides specific information for the FDP to either meet its needs for planning or to provide information in response to questions addressed to the FDP; assessment of current state and follow-up evaluation of outcomes may be required
Demonstration Types

• Survey
  activity that provides specific information for the FDP to either meet its needs for planning or to provide information in response to questions addressed to the FDP; assessment of current state and follow-up evaluation of outcomes may be required

• Pilot project
  formal activity of the FDP that may need written commitments from specific federal agencies and FDP member organizations confirming their intention to participate in the pilot project and evaluate it at appropriate points in its development and implementation; assessment of current state and follow-up evaluation of outcomes is required

• Ongoing project
  ongoing extension of any demonstration activity that has completed the evaluation of outcomes and resulted in sustained FDP membership and/or federal agency benefit; participation in an ongoing project may be a requirement of FDP membership
**THE INITIATION AND EVOLUTION OF AN FDP DEMONSTRATION**

**Emerging Topic or Idea**
- Discussion of topics and ideas can originate within Committees or Subcommittees or be suggested to Committees by any FDP member. Sessions and discussion groups can be held as needed initially, based on approval of Committee Co-Chairs.
- Discussions can evolve into an FDP Demonstration Proposal.
- Goal of initial session or discussion should be to learn and discuss possible role or Demonstration for FDP related to the topic or idea.

**Demonstrations:**
- Exploratory Initiative, Study, Whitepaper, Tool or Guidance Document, Survey or Pilot Project
- Generally, as ideas formulate, they should be written up, shared, and discussed with Committee Co-Chairs first, and then the Executive Committee. This is done utilizing the FDP Demonstration Proposal process.
- Once the FDP Demonstration Proposal is reviewed and/or approved by the Executive Committee, information will be added to the online listing of FDP Demonstrations as well as the oversight Committee or Subcommittee page.

**Group Formation and Oversight**
- Groups can be formed to develop the idea or to propose a demonstration.
- If the FDP Demonstration is solely being handled within the scope of a Committee, Committee Co-Chairs can approve the formation of a Working Group.
- If the FDP Demonstration crosses the scope of more than one Committee, each Committee Co-Chair should approve.
- If topic area is broad in nature and involves full membership, Executive Committee approval is needed. Executive Committee is informed of all Demonstrations.

**Demonstrations** include various types of activities such as studies, surveys, tools, guidance documents, new initiatives, pilot projects, and ongoing projects. Demonstrations have specific objectives and may require an evaluation of outcomes in order to determine suitability for the full Federal Demonstration Partnership (FDP). A demonstration would normally involve at least one member institution and may involve a federal agency. All demonstrations must be approved by the appropriate Committee Co-Chairs and/or Executive Committee.
Examples of Current Demonstrations

- Faculty Workload Survey (FWS) (3rd edition)
- (FACT) Faculty-Admin Engagement
- Expanded Clearinghouse for Institutional Profile Information
  - https://fdpclearinghouse.org/
- Working Group on Foreign Influence in Research
- Data Use and Sharing
- SciENcv Science Experts Network Curriculum Vitae (Researcher Profile Portal)
- JAD Joint Application Design team with Grants.gov
- Uniform Guidance and Procurement
Getting Involved

Mailing lists:
http://thefdp.org/default/mailing-lists/

Committees:
http://thefdp.org/default/committees/

Operations: http://thefdp.org/default/about/fdp-operations-information/

Demonstration Information (includes list of current Demonstrations):
http://thefdp.org/default/demonstrations/

Meetings (includes pwts, notes, and recordings):
http://thefdp.org/default/meetings/
Questions

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