FDP Welcome Webinar
Part II
January 8, 2021
FDP Co-Chairs

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Agenda

- Brief FDP Phase VII overview
- Communications & listservs
- FDP Operating Guidelines Updates
- Getting Involved – Committees and Demonstrations
- Testimonials from FDP members
- Closing and Q&A
Welcome to Phase VII of the FDP

Reminder:
Part I Onboarding Webinar held November 3, 2020 (Slides and recording available on http://thefdp.org/default/)

Topics:
• Overview of the FDP
• Member Responsibilities
• FDP Committees
• FDP Demonstrations and Getting Involved
Getting to Phase VII

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

- **Goals and Objectives Established for Phase VII**
  - 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

- **Solicitation of Institutions to Join FDP for Phase VII**
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, AMMRC, NASA, EPA and DHS
FDP Communications and Mailing Lists

David Wright, FDP
FDP Mailing Lists

- Access the mailing list subscription page by clicking on the “Mailing Lists” link at the top of the FDP website.

- For FDP members only (except “FDP-Friends-L” which is for non-members)
- FDPMain-L
  - General announcements and information
  - Moderated, posts have to be approved
- All lists shown on mailing list page are open to all members (except FDP-Faculty-L)
FDP Mailing Lists – Tips

- Members are NOT automatically added to lists.
- Individuals may sign up on behalf of others.
- All subscriptions are verified before individuals are added.
- If subscribing to a new mailing list, don’t need to re-select those to which you are already subscribed.
- Do NOT post job opportunities to mailing list.
- Unsubscribe links are included at the bottom of email messages. Be careful when forwarding!
Question 1: I use the FDP website...
**Question 2:**
How do you mainly use the website? (Check all that apply)
Question 3:
What is your familiarity with FDP?
FDP Operating Guidelines
FDP Operating Guidelines

- [http://thefdp.org/default/about/fdp-operations-information/](http://thefdp.org/default/about/fdp-operations-information/)

**FDP Operations Information**

**Current Phase of the FDP (Phase VII)**
- Phase VII Strategic Plan
- Phase VII Operating Guidelines (10/16/2020)
- FDP Organizational Structure
- FDP Brochure
- Phase VII DDS Structure
- Deans Policy
- Phase VII New Member Onboarding Webinar (11/3/2020) Slides and Video

**Membership and Participation**
- FDP Member Category Privileges (and non-member)
- Advantages for Federal Agencies
- Modes of Participation/Participation Guide

**FDP Meetings**
- Meeting Registration Policy
- Virtual Meeting/Session Request Form (online form use to submit request)
- MS Word Virtual Meeting/Session Request Form (used to gather data prior to submission only)
- Guidebook Quick Guide

**FDP Demonstrations**
- FDP Demonstration Flowchart
- Proposing new FDP Demonstrations
- FDP Current Demonstrations
- Demonstration Proposal Application

**Communication and Marketing**
- Marketing and Communications Policy
- FDP Standard Logo and Templates
  - Report Cover Page
  - Standard PowerPoint Template
- FDP Email Lists
- Social Media Policy

**Project Management Resources and Tools**
- Shared Files Drive - Google Drive File Stream Quick Guide
- Video Meetings - Zoom Quick Guide
- Project Management Software - Trello Quick Guide (in development)
- Team Communication Tool - Slack Quick Guide (in development)
Purpose & Contents

- Guide to how FDP operates
- Contents
  - Membership
  - Non-member participation
  - Full membership meetings
  - Governance
  - GUIRR
  - FDP Foundation
  - Committees
  - Demonstrations
  - Electronic Communications
Recent Updates

- Operational Committee roles & responsibilities
  - Including added Infrastructure Committee
- Updated definition of “Demonstration”
- Eliminated “system membership”
- “General” membership now “institutional”
- Updated Conditions of Membership
- Updated FDP Chair & Vice Chair to Co-Chairs
- Moved FDP Executive Director responsibilities to FDP Foundation documentation
FDP Demonstrations and Getting Involved

Denise Moody, Boston VA Research Institute
Courtney Swaney, University of Texas Austin
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

• Encompass five activity groups:
  • Exploratory Initiative, Study, or White Paper Development
  • Tool or Guidance Document
  • Survey
  • Pilot project
  • Ongoing project
Overview of Current Demonstrations

FDP home page link to “Demonstrations” website:

Member participation and feedback welcome:
- Mailing lists
- Session attendance
- Website access
Expanded Clearinghouse  
*Ongoing Initiative*

**Overview**
- FDP-authorized online system with organizational profile information for use in lieu of subrecipient commitment forms.
- Pass-through entities utilize when issuing subawards or monitoring subrecipient organizations.
- System helps comply with Uniform Guidance Subrecipient Monitoring requirements and reduces administrative burden.

**How to participate**
- Maintain most current profile information in [https://fdpclearinghouse.org/](https://fdpclearinghouse.org/).
- Eliminate non-project-specific subrecipient commitment form requests from entities in Clearinghouse.
- Listserv access is automatic for all users in Clearinghouse.
- **Website:** [http://thefdp.org/default/committees/research-administration/expanded-clearinghouse-subcommittee/](http://thefdp.org/default/committees/research-administration/expanded-clearinghouse-subcommittee/)
- Attend Research Administration update Thur, 1/14 at 11am EST
Overview
• Compliance Unit Standard Procedure/Universal Protocol Template
• Online repository where institutions can share standard procedures used in animal care protocols with the broader animal welfare compliance community
• In development and pilot testing stage

How to participate
• Attend session Tues, 1/12 from 3-4pm EST
• Contact Working Group leads if interested in participating
Overview
• The FDP subaward agreement is a common agreement that all parties can use without changing the language, resulting in less time needed to review each agreement and streamlining the subaward process.
• Additional model agreements have been developed for use with foreign subrecipients, clinical trials and with contract prime awards.
• Terms are continuously updated as federal requirements change.

How to participate
• Attend session Tues, 1/12 from 1-2:30pm EST
• Utilize FDP subaward templates without imposing additional terms & conditions
• Subscribe to listserv: Sub-awards - FDPSubaward-L
• Website: http://thefdp.org/default/committees/research-administration/subawards/
Troublesome Clauses

Overview
• Online database where FDP members can enter and access information about terms and conditions placed in research contracts that are difficult to accept.
• Database tracks negotiation of the clause, the resolution, and any alternate language that was agreed upon.
• Assists FDP members to see how specific agencies negotiated specific clauses in the past to use in current negotiations.

How to participate
• Attend session Wed, 1/13 from 11-12:30pm EST
• Website: Troublesome Clauses - The Federal Demonstration Partnership (thefdp.org)
• Utilize the tool - instructions on the Troublesome Clauses website
• Subscribe to listserv: Contracts - FDP-Contracts-L
Data Transfer and Use Agreement (DTUA)

Overview
• The Data Transfer and Use Agreement (DTUA) was created as a first step to greater consistency in terms and format to help reduce administrative burden.

How to participate
• Attend session Wed, 1/13 from 11-12:30pm EST
• Website: Data Stewardship - The Federal Demonstration Partnership (thefdp.org)
• Utilize the available templates
• Subscribe to listservs:
  • Contracts - FDP-Contracts-L
  • FDP Data Stewardship List - FDP-Data-L
**Overview**

- Focuses on understanding and improving the collaboration between faculty and administrators at different FDP institutions to reduce burden in the research environment.
- Includes 9 FDP institutions that have at least one faculty rep and one administrative rep.

**How to participate**

- Attend session Thur, 1/14 from 1-2:30pm EST
- Subscribe to listserv: FDP-FACTOpen Listserv
- Website: [http://thefdp.org/default/committees/faculty-committee/faculty-administrator-collaboration-team-fact/](http://thefdp.org/default/committees/faculty-committee/faculty-administrator-collaboration-team-fact/)
Overview
• Ongoing exploratory initiative to see how a central repository of researcher profiles including biosketch materials and current and pending support can be implemented to reduce administrative burden
• Collaborative effort between NIH, NSF and the FDP
• Formal adoption by Federal agencies began with NSF in October 2020

How to participate
• Implement on your campus
• Attend session Wed, 1/13 from 4:30-6pm EST to hear from NSF on how adoption is going
• Website: SciENcv: Science Experts Network Curriculum Vitae (nih.gov)
Overview

• Survey to determine how much faculty research time is spent on administrative activities
• Administered in 2007, 2012 and 2018
• Website: Faculty Committee - The Federal Demonstration Partnership (thefdp.org)
Michele Masucci  
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Coming soon....

- Virtual office hours hosted by FDP members
- Next week’s FDP meeting, January 11-14
- Call for volunteers from newly formed Nominating Working Group
FDP Information

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 ppts, notes, and recordings):
http://thefdp.org/default/meetings/
Questions

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Michele Masucci, FDP Faculty Co-chair, masucci@temple.edu

David Wright, FDP Executive Director, dwright@nas.edu

Membership Committee: membership@thefdp.org

Communications Committee: communications@thefdp.org