



eRPM

<http://www.umich.edu/~eresinfo/pm.html>

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Revisit Go-Live Date

- Campus likely 3/30/09, but not guaranteed
- Medical School is now targeting May 4th
 - After Challenge Grants
 - Before June 5 deadline

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Revisit Go-Live Date

- You may start a PAF (& Grants.gov) application once the system goes live
- IF you are going to route post 5/4
- If you have a proposal that makes it difficult to do as a paper PAF (or similarly an eRPM project) call the Med School Grants office and we will figure something out...

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Once we go live... Messenger??

The Medical School will be sharing with DRDA that we are comfortable going to one messenger delivery/pick up a day

It was also suggested that we evaluate whether the Wolverine Tower Drop Box is as effective to get items to DRDA

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Repoll – Training Needs

- Email will ask: How many left?
 - PAF Preparers?
 - Reviewers / Approvers?
 - Both?

Hands On Training (6 hour version)

- Online Training

This will be done by the department main grant contact

Training Available:

- On line tutorials (self-guided)

http://www.umich.edu/~eresinfo/erpm/sims/PAF_EL/PAF_course.html

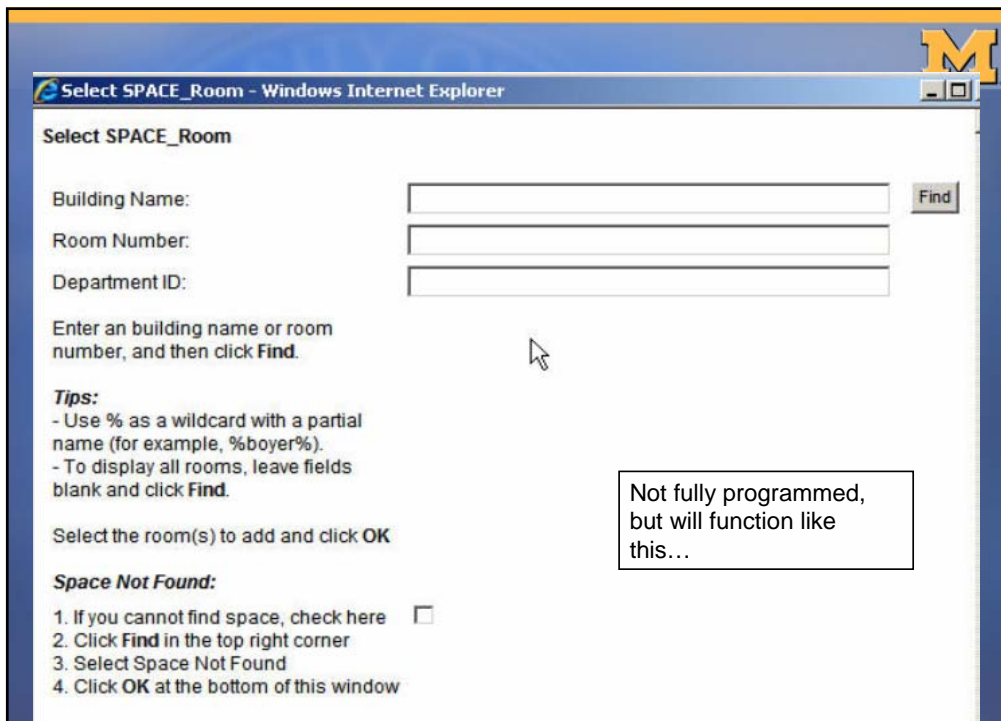
- Overview Class

- Overview of system and some required Business Processes Medical School is implementing

- Hands-on Computer Lab Training

Clinical Space

- You must override the Dept ID of the Hospital with the Dept ID of the unit to approve
- You must get agreement from the CDA in some fashion (whether they approve the project or you upload an email in section 4.5)
- If you can't find the space listed in the hospital, THEN you may use the work-around of no space found



The screenshot shows a web browser window titled "Select SPACE_Room - Windows Internet Explorer". The page content includes:

- Form fields for "Building Name:", "Room Number:", and "Department ID:", each with an adjacent text input box.
- A "Find" button located to the right of the "Building Name" input box.
- Instructions: "Enter an building name or room number, and then click **Find**."
- Tips:**
 - Use % as a wildcard with a partial name (for example, %boyer%).
 - To display all rooms, leave fields blank and click **Find**.
- Text: "Select the room(s) to add and click **OK**".
- Space Not Found:**
 - 1. If you cannot find space, check here
 - 2. Click **Find** in the top right corner
 - 3. Select Space Not Found
 - 4. Click **OK** at the bottom of this window

A text box on the right side of the page contains the note: "Not fully programmed, but will function like this..."

Information Requested by MAIS:

- Give us your routing hierarchy of Dept IDs
- Give us a list of approvers and reviewers
- Give us a list of people to contact to call about a grant
- Give us a list of who should receive PACs and PANs

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Unintentional Consequences:

- Missing Dept IDs
 - If you aren't named on a PAF as administrative personnel AND
 - If you aren't a reviewer for the org listed
 - **You can't see the project in the system**

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Dept IDs are King....

Where do you want your data?

How do you want to run approvals?

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Unintentional Consequences:

- List of Reviewers and Approvers
 - Asked for it way to soon
 - These people are changing!
 - **Info is out of date**

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Unintentional Consequences:

- List of people to contact about grant review
 - Asked for it way to soon / **Info is out of date**
 - **Turned it into the Blue Pages**
 - Couple this with Missing DeptIDs and **you can't find anyone during proposal prep**

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Unintentional Consequences:

- List of people to get PACs and PANs
 - Asked for it way to soon / **Info is out of date**
 - Changed the delivery method prior to GO-Live and didn't mention they have to have reviewer status to be able **to read the attachments**

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What do you have to do?

This will be done by the department main grant contact

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Read the directions

And

Reply on behalf of your unit which people
should be listed where

MAIS will auto-load

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This unit is a Division:
 If this unit rolls up to a parent unit, the parent unit is:
 Dean approval is NOT required:
 If this unit is listed as the Administrative Home for any proposal, it should be the last to approve before the Dean's Office

Unit Liaison(s):

| Unit Liaison | Department | Is Backup Unit Liaison |
|-----------------|---------------------------|------------------------|
| Heather Offhaus | Grant Review and Analysis | no |
| Jane Sierra | Grant Review and Analysis | yes |

Contact for Proposal Questions:

| Person | Employer | Title |
|-------------------------------|----------|-------|
| There are no items to display | | |

Reviewers Who Can Sign:

| Person | Employer | Title |
|-------------------------------|----------|-------|
| There are no items to display | | |

Reviewers:

| Person | Employer | Title |
|-------------------------------|----------|-------|
| There are no items to display | | |

PAF Email Notification:

| Person | Employer | Title |
|-------------------------------|----------|-------|
| There are no items to display | | |

PAN/PAC Email Notification:

| Person | Employer | Title |
|-------------------------------|----------|-------|
| There are no items to display | | |

If this box is checked, this department's information is in need of review. After verifying that the information on this p