

**IPRM
READY, SET, _!**

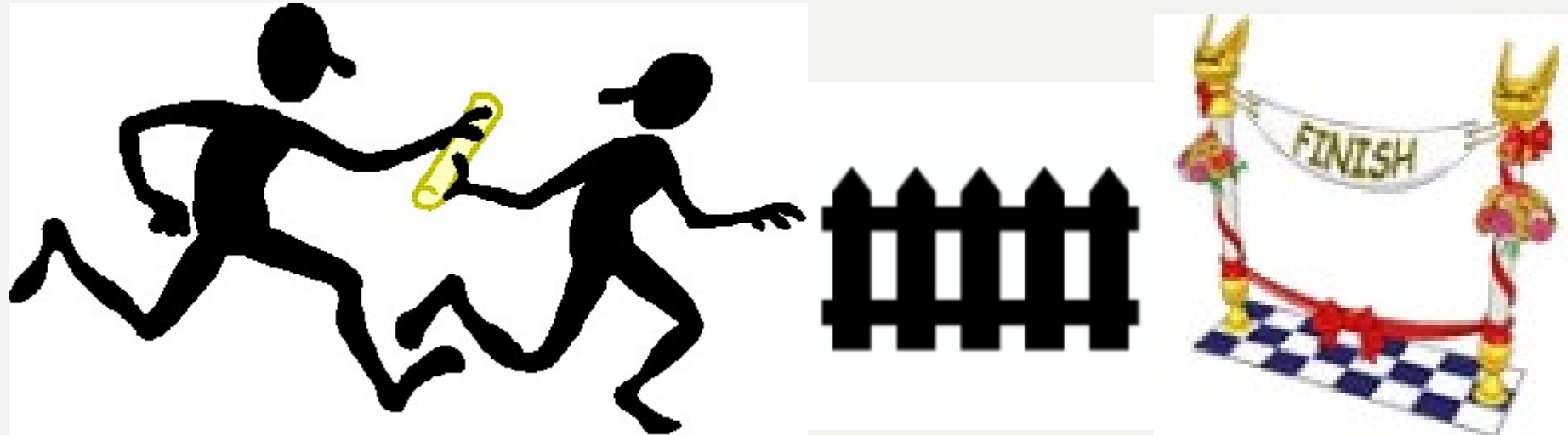
**BERKELEY'S INSTITUTIONAL PROPOSAL
REVIEW MODEL (IPRM)**

THINK!

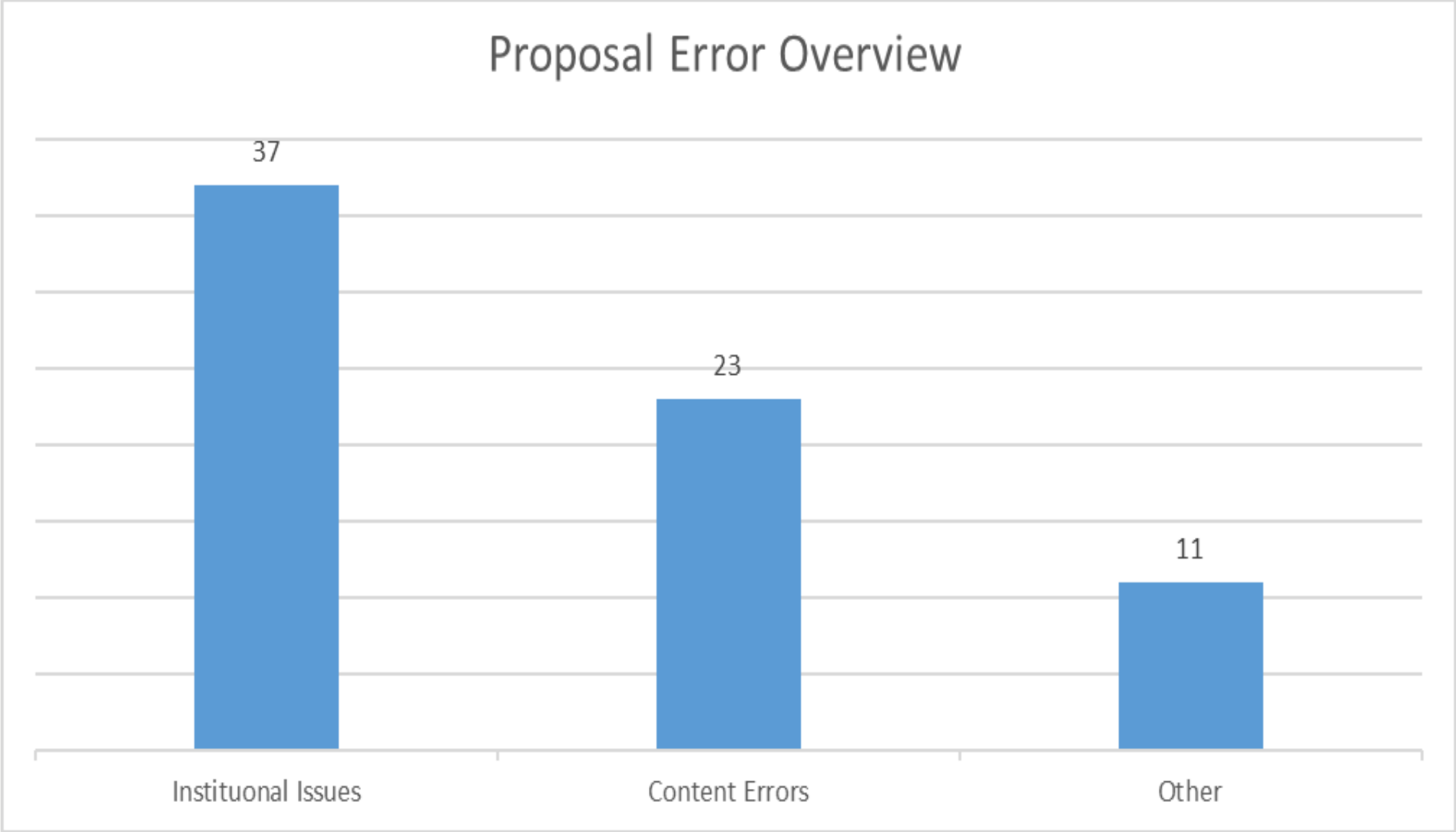


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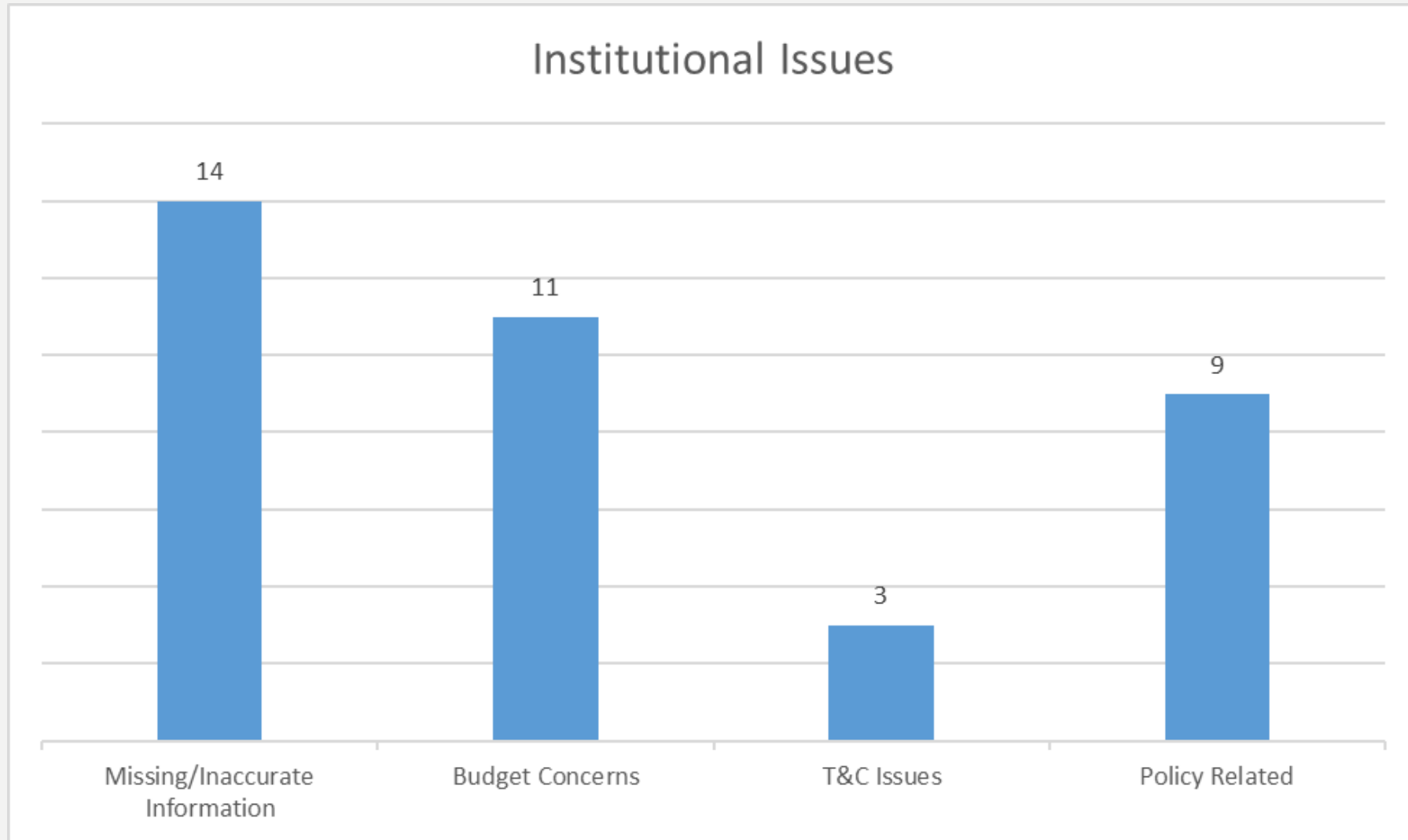
THE CURRENT PROPOSAL REVIEW PROCESS @ *Cal*



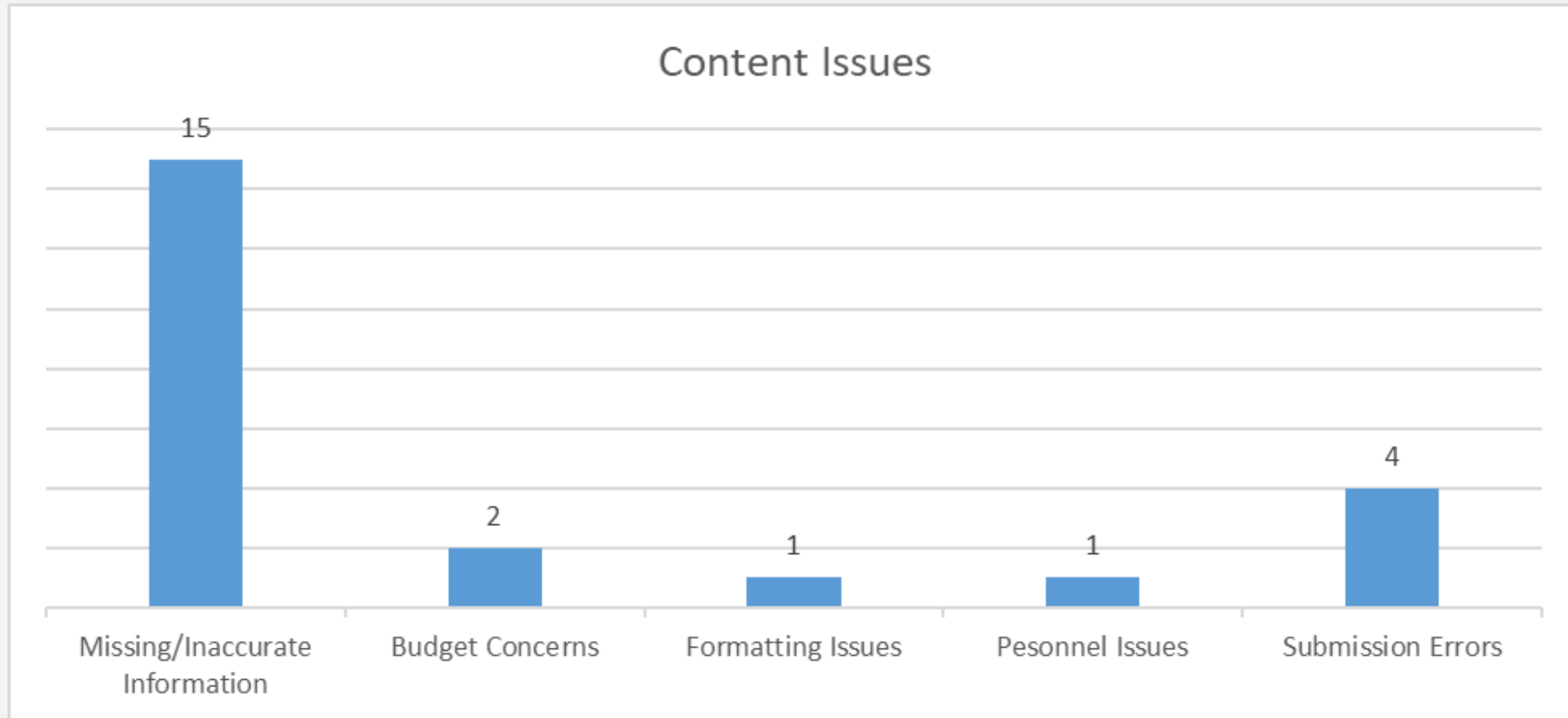
PROPOSAL ERROR SNAPSHOT



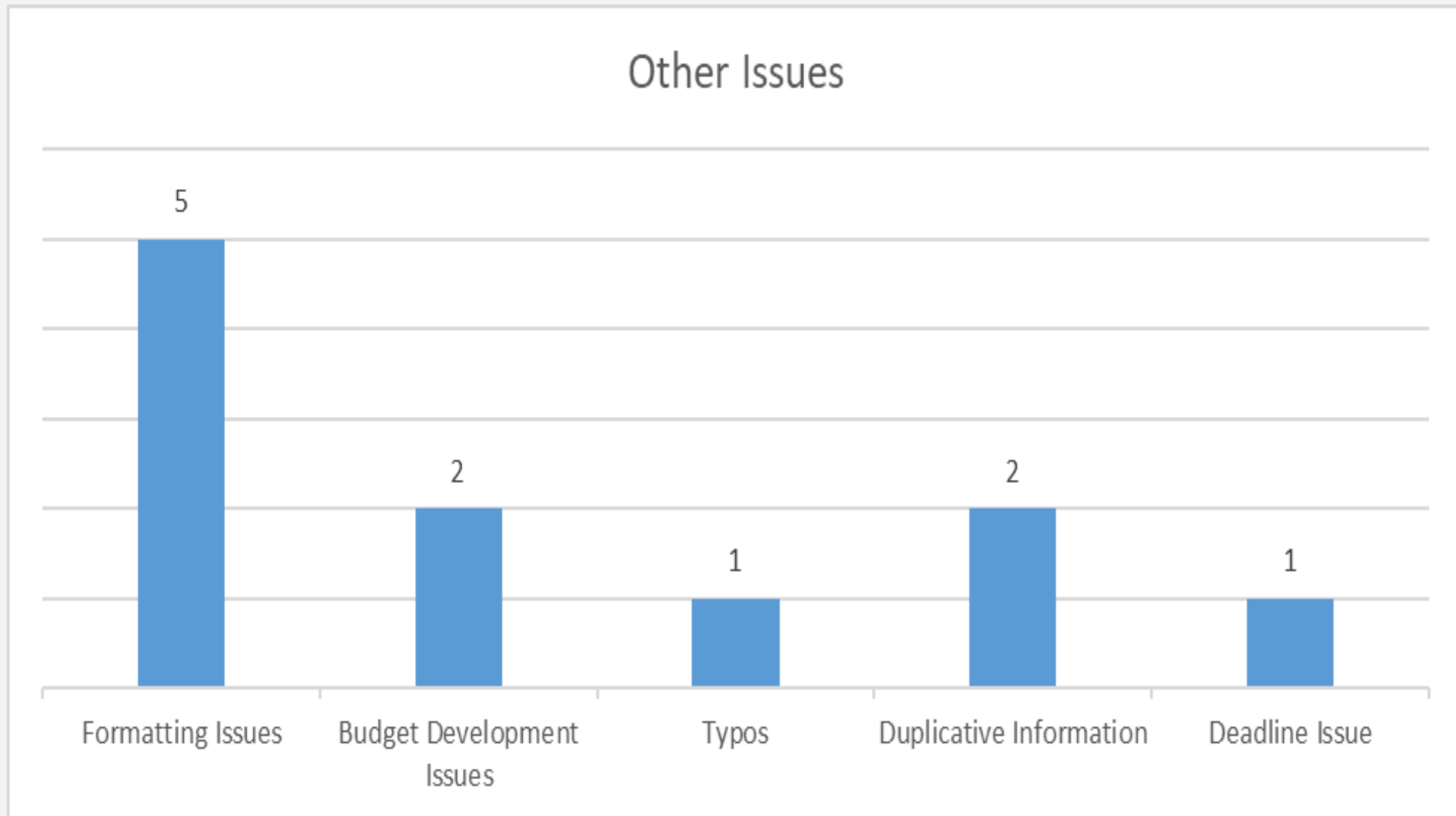
INSTITUTIONAL ISSUES



CONTENT ISSUES



OTHER ISSUES



PROBLEMS WITH CURRENT MODEL

- Budget cuts have reduced SPO's FTE working on proposals and awards
- SPO's focus on proposals delays negotiating and setting up awards.
- Delayed awards result in problems for PIs and can create errors that create post award issues



ANOTHER APPROACH

- Institutional Proposal Review Model (IPRM) first implemented successfully at UC Irvine in 2012.
Prompted by:
 - Limited number of FTE to process proposals
 - New software that identifies and corrects submission errors prior to submission



ANOTHER APPROACH

- IPRM is designed to:
 - Streamline the proposal review process
 - Clarify the roles and responsibilities of PIs, RAs, and the Central Pre-award Office



ANOTHER APPROACH

- Benefits:
 - Simultaneous/collaborative work for RAs and CGOs instead of sequential work
 - Allowing PIs more control (responsibility) over the intellectual proposal content
 - Time saved by central office used for negotiating and setting up awards



HOW DOES AN IPRM WORK?



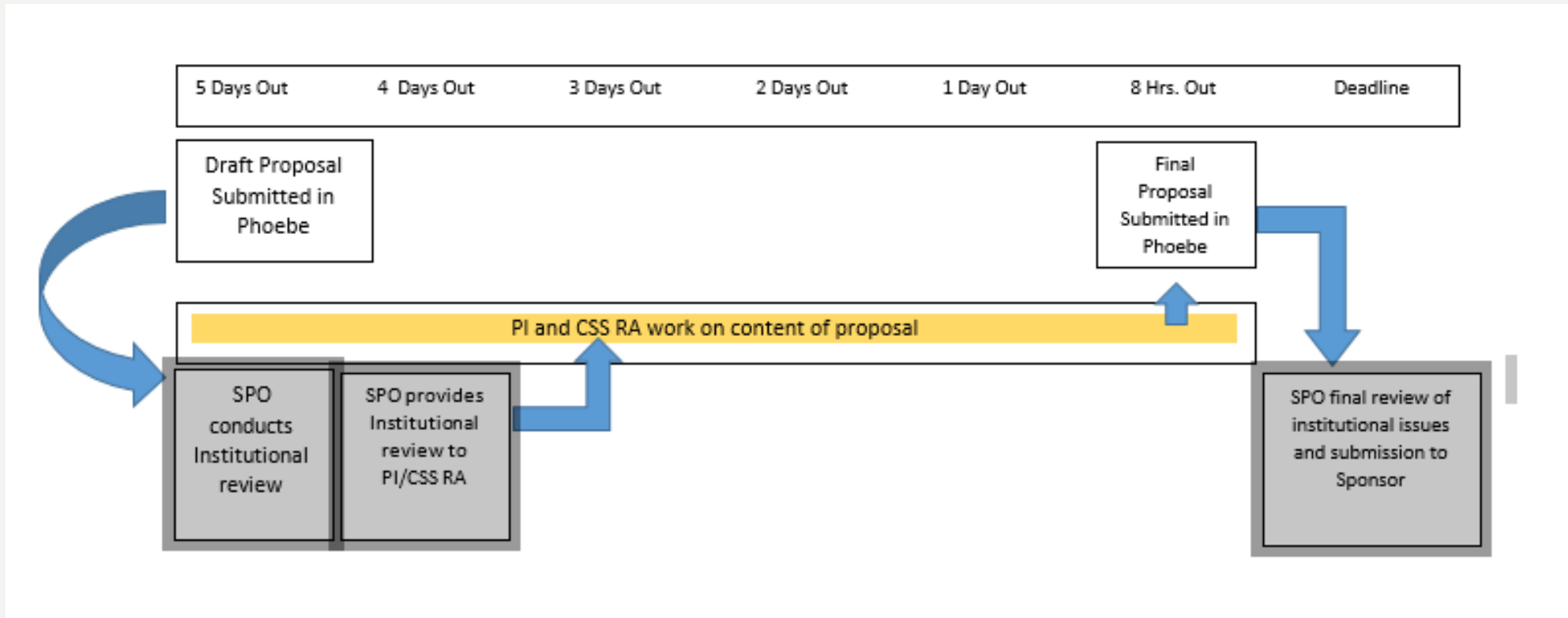
DRAFT BERKELEY IPRM

- PIs will work with RAs and submit a proposal to SPO through Phoebe by the current five-day deadline with sufficient information to allow SPO to review the proposal for institutional issues and concerns.
- “Sufficient” Information for IPRM shall include:
 - Draft technical section (no change to current process)
 - Draft administrative sections except for final versions of the budget and budget justification. This includes (if applicable)
 - All Subrecipients and third party collaborators
 - Pledged cost sharing from internal/external sources

DRAFT BERKELEY IPRM

- While SPO is conducting its institutional review, RAs and PIs can continue to work on the technical and administrative sections of the proposal.
- PIs and RAs will finalize the proposal for submission and use sponsor software to correct any technical submission errors before sending final to SPO.
- SPO will check for technical submission errors and any changes that may have created institutional issues.
- After all technical and institutional issues are addressed, SPO will approve the proposal and submit to sponsor.

DRAFT IPRM WORKFLOW



SPO'S CURRENT ROLE

SPO CGOs review proposals for:

Institutional Issues

Errors in Proposal Content

Technical Submission errors

&

“Other.”

SPO'S ROLE (MODIFIED)

1. Review institutional eligibility requirements and ensure accuracy of all identifying proposal information.
2. Review all items requiring “Special Review.”
3. Confirm that the appropriate F&A cost base and other UC rates have been applied.

SPO'S ROLE (CONT.)

4. Ensure specific University costs are applied as required.
5. Review budgeted costs for consistency with campus and federal cost principles.
6. Verify that there is appropriate documentation of any committed/in-kind University or third-party cost sharing.

SPO'S ROLE (CONT.)

7. Ensure all required internal documents have been included in the Phoebe record.
8. Determine if anything in the sponsor's guidelines or award terms would prevent submission of the proposal or acceptance of an award if the proposal is funded
9. Review of any terms, conditions or commitments at the proposal stage that obligate the University (financially, programmatically, or otherwise) at the award stage

SPO'S ROLE (CONT.)

- 10. Review and signature of certifications, assurances and representations
- 11. Communicating issues and concerns identified during the Institutional Review
- 12. Approve/successfully submit proposals on behalf of The Regents

WILL THE IPRM APPLY TO ALL PROPOSALS?

No. Non-standard proposals will be handled differently. Proposals that will result in contracts will require additional work on SPO's part. Large multidisciplinary, interdisciplinary and multi-institutional projects also will be treated differently per current VCR guidance:

<https://spo.berkeley.edu/procedures/submission.html>

WILL SPO RETURN PROPOSAL MORE QUICKLY?

No change is necessary because SPO is no longer providing review comments related to sponsor proposal requirements.

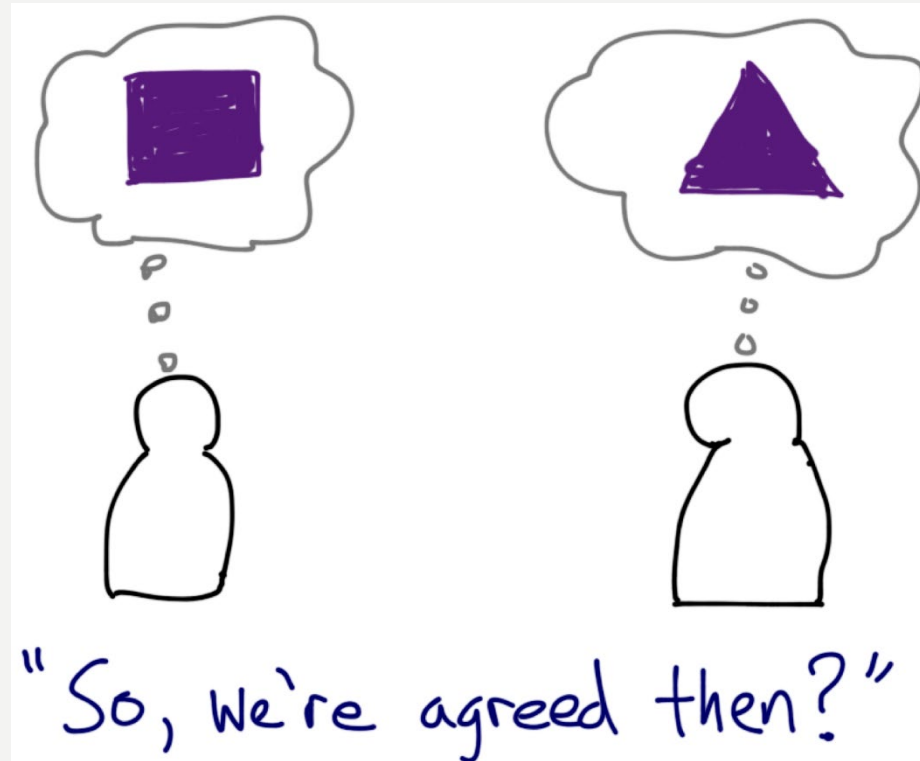
PIs and RAs can continue to work on the content of the proposal without waiting for SPO to comment on errors or omissions in these sections of the proposal. SPO will only provide comments on issues related to institutional concerns, and these comments will be provided within two working days.

WHAT ABOUT TECHNICAL SUBMISSION ERRORS?

RAs will use sponsor software to double check for any remaining technical submission errors before submitting final to SPO.

If submission errors are identified by SPO during submission to sponsor, the proposal will be returned to the PI/BRS RA for correction.

SO, WHAT COULD GO WRONG?



WHAT COULD GO RIGHT?



1. SPO CGOs and BRS-RAs can work simultaneously/collaboratively.
2. SPO won't waste time finding/calling out errors due to haste.
3. CGOs and BRS-RAs will play supportive but not duplicative roles.
4. SPO will have more time to negotiate and set up awards
5. Awards will be set up and Pls can start work on projects sooner.

THIS IS JUST THE FIRST STEP

”THE FIRST STEP
TOWARDS GETTING
SOMEWHERE IS TO
DECIDE THAT YOU ARE
NOT GOING TO STAY
WHERE YOU ARE.”

UNKNOWN

WE NOW NEED YOUR INPUT.

Please use the cards provided to share your questions, concerns and ideas on the future implementation of the IRPM at Berkeley.

