

eRA Commons Submission Process for NIH Research Performance Progress Reports (RPPR)

Annual and final NIH research performance progress reports (RPPR) are completed and submitted in the eRA Commons system. Currently at Iowa State the Annual RPPR is completed by the Principal Investigator (PI) and either submitted by the PI or a delegate within the department. In contrast, the Final RPPR is currently completed by the PI and submitted by an OSPA Pre-Awards Team member as the Signing Official (SO). The new process will no longer include the Pre-awards Team but rather the responsibility for SO submission will now be with the Post-Awards Team (Kristy Stallman, Aaron Lott and Jeff Klein).

The OSPA Awards Team Signing Official will **NOT** review the report for accuracy and completeness but will only act to submit the report and resolve report edit errors with the PI and department. Because the submission requires the SO to certify compliance, accuracy and validity of the report, OSPA will require the PI to provide a separate certification statement to mitigate risk for Iowa State. This is due to the nature of the report and the content of the report, which is not easily verifiable by the SO. The following statement will be required from the PI before OSPA submits the final RPPR to NIH. OSPA will require the statement to be in the form of an email from the PI or a separate signed document.

In completing this RPPR for grant <Insert NIH award number>, <insert PD/PI name> certifies to the best of my knowledge that Iowa State University is in compliance with the terms and conditions specified in the Notice of Award and Grants Policy Statement, and verifies the accuracy and validity of all administrative, fiscal and scientific information in the progress report. I further certify that I am accountable for the appropriate use of any funds awarded and for the performance of the grant-supported project or activities resulting from the progress report.

Kristy Stallmann, Award Administrator, OSPA

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Authorized Signatory for awards and post-award activities for the College of Business, Design, Engineering and Human Sciences , Office of the Vice President for Research, Office of the Senior Vice President and Provost, and Division of University Services and Division of Finance (formerly) Office of the Senior Vice President for Business and Finance).

Aaron Lott, Award Administrator, OSPA

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Authorized Signatory for awards and post-award activities for the Ag Experiment Station Veterinary Medicine, and Office of the Senior Vice President for Student Affairs. Special Assignments: AES/VET USDA Research Support Agreements (Task Orders); and AES Iowa Nutrient Research Center and Leopold Center Grant Agreements.

Jeff Klein, Award Administrator, OSPA

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Authorized Signatory for awards and post-award activities for College of Liberal Arts and Sciences, Extension and Outreach, and Office of the President. Special Assignments: VPR INTRANS Iowa DOT Addendums and Amendments; PRES Regent Innovations Fund Grant Agreements.