

NCURA PRA-III Concurrent Session: Grants.gov Update

Wednesday, August 13, 2008: 8:00am – 9:30am

Presenters:

John Massa – john-massa@uiowa.edu

University of Iowa

Michelle Powell - michelle.powell@osp.gatech.edu

Georgia Institute of Technology

The latest information on Grants.gov, especially for NIH applications.

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<http://uidsp flood.com/pr a-3-gg-update.ppt>

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<http://uidsp flood.com/pr a-3-gg-update.ppt>

Grants.gov: PureEdge/Adobe Update

- The first Grants.gov Adobe forms were released in July, 2007. **NIH** plans to release most of its ADOBE forms in December, 2008, if a pilot of the new forms goes well. All PureEdge forms from all agencies are scheduled to be retired by June 30, 2009.
- This NCURA PRA III session, scheduled for August 13, 2008, will present the most recent information available on Grants.gov and the new Adobe forms.
- **Check the URLs on the first PowerPoint slide for the latest version of this handout and PowerPoint presentation, which will be updated up to August 13, 2008, as more information becomes available.**

Grants.gov Update

Topics will include:

- Microsoft Windows Vista & Grants.gov
- Adobe Reader & Adobe Acrobat (8.1.1 & higher)
- Filling out and submitting the new Adobe forms
- When will NIH transition to Adobe forms?
- Do Adobe forms really solve the “Mac” problem?
- When will the PureEdge forms be discontinued?
- Adobe Reader – Some “irritations” remain
- What is the impact on “system-to-system” vendors?
- Should we have purchased “system-to-system?”

NIH & Adobe Forms

NIH & Adobe forms: April 22, 2008

“Other Federal agencies are moving to Adobe forms, why not NIH? We [at NIH] are getting this question more and more frequently. “

Short answer:

NIH has lots of different types of funding mechanisms and application forms, with lots of different deadlines.

For the long answer:

http://era.nih.gov/news_and_events/commons_aor_04-22-08.cfm

Windows Vista & Grants.gov

- What the heck is “VISTA?”
- MS Windows **VISTA** is Microsoft’s latest version of it’s Windows operating system.
“Microsoft seeks fresh vista ...”
<http://www.msnbc.msn.com/id/25850255/>
- Your current Windows (= “PC”) computers are probably using MS Windows XP Pro, not MS Windows Vista.

VISTA Compatibility: PureEdge (no!) vs Adobe (yes!)

- The PureEdge software used by Grants.gov to complete and submit PureEdge forms is **not** supported by **VISTA**.
- The Adobe Reader and Adobe Acrobat (version 8.1.1, 8.1.2, & 9.0, for both) used by Grants.gov to complete and submit ADOBE forms **are all** supported by **VISTA**.
- If VISTA is your current operating system, Grants.gov is not going to support your use of PureEdge. If something goes wrong, you are "on your own." All PureEdge forms are SCHEDULED to retire on June 30, 2009.

New Adobe Forms: Main Features

- True platform independence regardless of operating system: Windows, MAC, Linux and Unix
- Internet browsers supported
Internet Explorer, Netscape, Firefox, Safari
- Eliminates the need for "virtual workspaces" such as Citrix Server Connection
- You still work "off-line" on the forms (as with PureEdge)
- Can attach documents in many formats, including Microsoft Office 2007

Adobe forms background:
http://grants.gov/assets/GrantsGov_Adobe_Solution.pdf

Using The New Adobe Forms:

What VERSION of Adobe MUST we use??

- You MUST use the latest versions of either Adobe Reader (8.1.1, 8.1.2, or 9.0) or Adobe Acrobat (8.1.1, 8.1.2, or 9.0) to complete and submit the new Adobe Grants.gov forms. These versions are also **VISTA** compatible.
- Other Adobe products (e.g., 8.0) may APPEAR to work, **but they do not**. You might be able to **complete** the form but the **submission** may fail validation at Grants.gov.
- Grants.gov PureEdge forms do not currently work with **VISTA**, **and never will**.
- PureEdge Viewer v.6.0.2 is only compatible with **VISTA** when using a Citrix server connection. More CITRIX information:
http://grants.gov/assets/Vista_and_office_07_Compatibility.pdf

MS VISTA and PureEdge

Microsoft Vista and Office 2007 Compatibility for PureEdge

http://grants.gov/assets/Vista_and_office_07_Compatibility.pdf

OK, I give up: What is a "Citrix Server Connection?"

- A Citrix Server is a remote "magical box" where everything (*theoretically*) works!
- All you have to do is log in to the "box" remotely from your computer (MAC or PC)
- PureEdge will work even if you are using **VISTA**
- MAC users can use PureEdge forms

SO WHAT'S THE PROBLEM WITH CITRIX?:
Remote connection lag time can cause unpredictable "saving" errors. Sometimes it works. Sometimes it doesn't. Citrix was not a good solution.

"Hello, I'm a Mac... And I'm a PC.... What's up with Grants.gov?"



Computer	Operating System	Forms Program	Compatible	May Use System with Citrix Server Connection
Mac	Tiger	IBM Workplace Forms Viewer	Yes	
Mac	Tiger	PureEdge Viewer	No	Yes
Mac	Tiger	Adobe Reader 8.1.2	Yes	
Mac	Leopard	IBM Workplace Forms Viewer	No	Yes
Mac	Leopard	Adobe Reader 8.1.2	Yes	
PC	WINXP	PureEdge Viewer	Yes	
PC	WINXP	Adobe Reader 8.1.2	Yes	
PC	Vista	IBM Workplace Forms Viewer	No	Yes
PC	Vista	PureEdge Viewer	No	Yes
PC	Vista	Adobe Reader 8.1.2	Yes	

Grants.gov Adobe Resources

- Adobe and PureEdge FAQs
<http://www.grants.gov/assets/AdobePEFAQs.pdf>
- Grants.gov Deployment Concept of Operations
<http://www.grants.gov/assets/CONOPS.pdf>
- Grants.gov System Architecture
<http://www.grants.gov/assets/SystemArchitecture.pdf>
- Grants.gov Deployment Release Notes
<http://www.grants.gov/assets/ReleaseNotes062507.pdf>

Adobe Reader versions

- Adobe Reader 8.1.1, 8.1.2, & 9.0 have been “packed” with special “Grants.gov” functionality to make the new Adobe Grants.gov forms work properly.
- Can you use other Adobe Readers (e.g., 8.0) or products to complete Grants.gov forms?
NO! Some features may work when FILLING OUT the Adobe form, but problems can arise during SUBMISSION – a bad time to find out you have a form problem.

Adobe Web Browser “Plug In”

Configuring the browser to open PDF files within the browser window. (Don’t worry. It’s automatic!)

When you install Adobe Acrobat or Adobe Reader on a system that includes a browser, you automatically configure the browser to open PDF files within the browser window. Acrobat and Adobe Reader install ActiveX plug-in files that allow you to use Internet Explorer to open PDF files.

Test Your Adobe Reader Version

To verify if you have a compatible version of Adobe Reader installed, click on the following test application:

ADOBE VERSIONING TEST APPLICATION PACKAGE
<http://www.grants.gov/assets/ADOBE-VERSIONING-TEST-ONLY.pdf>

If you see an error message, you have the wrong version of Adobe Reader.

If you can see the application package, your version of Adobe Reader is OK.

Grants.gov Adobe Version Test Page
<http://www.grants.gov/applicants/AdobeVersioningTestOnly.jsp>

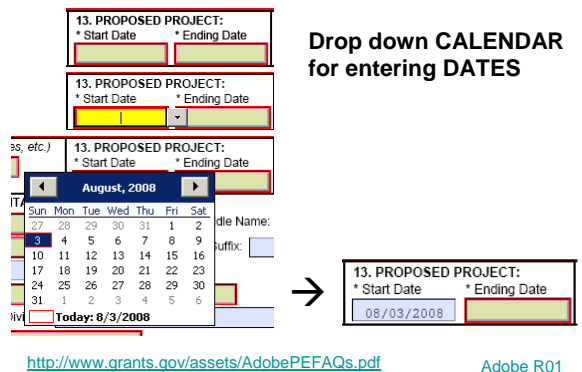
Adobe Forms: Still need a Help Page for your specific institution

As for the PureEdge forms, Adobe forms “require” some sort of Help Page that gives some guidance, reminders and specifics to answer the recurring question: “What goes in this box?”

University of Iowa
NIH Grants.gov “Pop-Up Help” page
http://research.uiowa.edu/dsp/main/downloads/gg_nih_help2A.pdf

Adobe Forms: Some Nice Features

Drop down CALENDAR for entering DATES



<http://www.grants.gov/assets/AdobePEFAQs.pdf> Adobe R01

Adobe Form “Irritations”

Adobe Form Irritations: Changeable Order of Mandatory Documents Box List

- Pure Edge:

The ORDER of the list of documents in the boxes *stays the same* when you move them from left to right.
- Adobe:

The ORDER of documents in the BOX *changes*, depending on the order in which you move them from left to right.

PureEdge Form: [PureEdge R01](#) [\[backup-?X?\]](#)

Adobe Form: [Adobe R01 Pilot](#) [\[backup\]](#)

“Mandatory Completed” box: Order of the forms IN THE BOX

PureEdge Form – Order in the box does not change

New Adobe Form – Order in the box can be changed

Adobe Form Irritations: Can't open the Adobe forms until moved to the right

- Pure Edge:

You **can** open the forms when they are in the “left box” OR the “right box.”
- Adobe:

The forms can be opened ONLY after you move them from the left to the right “box.”

PureEdge Form: [PureEdge R01](#) [\[backup-?X?\]](#)

Adobe Form: [Adobe R01 Pilot](#) [\[backup\]](#)

Adobe Form Irritations: Still can't print the entire proposal

- Pure Edge:

Can't print the entire proposal (including attachments) at once.
- Adobe:

SAME: Can't print the entire proposal (including attachments) at once.

Adobe Form Irritations: Select Tool (No!) – Hand Tool (Yes!)



Using the **Select Tool** instead of the **Hand Tool** (designated for use with Grants.gov application forms) will make non-mandatory fields mandatory or prevent you from entering information into certain fields. Using the **Select Tool** will cause **errors** during the **Check Package for Errors** screening you must perform before you can submit the completed application. **The fix? CLOSE & REOPEN the application, complete and submit.**

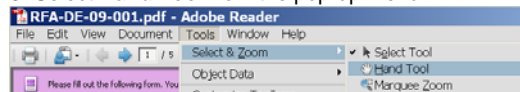
<http://www.grants.gov/assets/AdobePEFAQs.pdf>

**Adobe Form Irritations:
Select Tool (No!) – Hand Tool (Yes!)**



If the **Select Tool** persists after re-opening the application package, use the instructions below to reset the **Hand Tool** in **Adobe Reader**:

1. Go to **Tools** menu at the top of the screen
2. Choose **Select & Zoom**
3. Select **Hand Tool** from the pop-up menu



<http://www.grants.gov/assets/AdobePEFAQs.pdf>

**Adobe Form Irritations:
Can't Attach a Document that is Open**

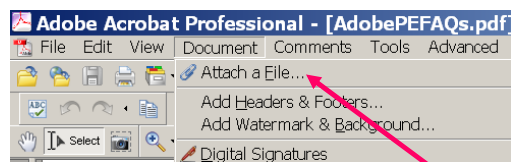


I used the correct attachment buttons in the Adobe form, but the document would not attach.

The document you were attempting to attach is open or being used by another software application. Close the document using the other software application (i.e., Word, Excel, etc.) before attaching the document to the Adobe form.

<http://www.grants.gov/assets/AdobePEFAQs.pdf>

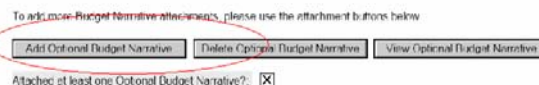
**Adobe Form Irritations:
Adobe Attachment Menu (Don't Use it!)**



Can I use the native Adobe attachment function, through the Adobe menu or Adobe icon to attach documents to the Grants Package?

Adobe Forms Irritations:

No! Use ONLY the Attachment buttons found on the Grants form:



While the native Adobe attachment function may **appear** to work, certain application logic has been included in the Grants Packages to **remove these attachments upon Grants Package submission**. This is to ensure that all attachments can be associated with an appropriate data entry field in the application package.

Adobe Tutorial – for all agencies

- Adobe On-Line Tutorial ~10 minutes (takes a while to load but it's pretty good)

http://era.nih.gov/ElectronicReceipt/files/adobe_transition.pdf

- Adobe Reader and PureEdge Viewer FAQs:

<http://www.grants.gov/assets/AdobePEFAQs.pdf>

3 NIH Adobe Pilots: Real Adobe Forms!

Announcement of a Pilot for the Transition from PureEdge to Adobe-based SF424 (R&R) Grant Application Forms:

<http://grants.nih.gov/grants/guide/notice-files/NOT-OD-08-090.html>

- Immune Defense Mechanisms at the Mucosa (R21)
RFA-AI-08-020
<http://grants.nih.gov/grants/guide/rfa-files/RFA-AI-08-020.html>
- Harnessing Inflammation for Reconstruction of Oral and Craniofacial Tissues (R01)
RFA-DE-09-001
<http://grants.nih.gov/grants/guide/rfa-files/RFA-DE-09-001.html>
- Harnessing Inflammation for Reconstruction of Oral and Craniofacial Tissues (R21)
RFA-DE-09-002
<http://grants.nih.gov/grants/guide/rfa-files/RFA-DE-09-002.html>

NIH PureEdge→Adobe Transition Plan

- NIH will use PureEdge for receipt dates through December, 2008
- Exception: **3 NIH Adobe Pilots** (mid-October, 2008 receipt dates):
<http://grants.nih.gov/grants/guide/notice-files/NOT-OD-08-090.html>
- Majority of NIH FOAs will be posted with Adobe forms in December, 2008

NIH Transition Plan

<http://grants.nih.gov/grants/guide/notice-files/NOT-OD-08-073.html>

NIH PureEdge→Adobe Transition Plan

Adobe forms for other NIH mechanisms:

- **Research Career Development**
All Ks except K12
Submission Date: February 12, 2009
- **Individual National Research Service Awards (NRSA) F**
Submission Date: April 8, 2009
- **Institutional NRSA & Other Training**
(T, D), D43, D71/U2R and K12
Submission Date: September 25, 2009

NIH Transition Plan

<http://grants.nih.gov/grants/guide/notice-files/NOT-OD-08-073.html>

NIH Adobe Application Guides

- **NIH Adobe SF424 (R&R) Application Guide**
MS WORD
http://grants.nih.gov/grants/funding/424/SF424_RR_Guide_General_Adobe_Pilot.doc
PDF
http://grants.nih.gov/grants/funding/424/SF424_RR_Guide_General_Adobe_Pilot.pdf
- **NIH Adobe SF424 (R&R) Form FAQs**
http://era.nih.gov/ElectronicReceipt/faq_special.htm#adobe

3 NIH Adobe Pilots – *the details*

Immune Defense Mechanisms at the Mucosa (R21) RFA-AI-08-020

FOA: <http://grants.nih.gov/grants/guide/rfa-files/RFA-AI-08-020.html>

FORM: <http://apply07.grants.gov/apply/UpdateOffer?id=7719> [backup]

Harnessing Inflammation for Reconstruction of Oral and Craniofacial

Tissues (R01) RFA-DE-09-001

FOA: <http://grants.nih.gov/grants/guide/rfa-files/RFA-DE-09-001.html>

FORM: <http://apply07.grants.gov/apply/UpdateOffer?id=7706> [backup]

Harnessing Inflammation for Reconstruction of Oral and Craniofacial

Tissues (R21) RFA-DE-09-002

FOA: <http://grants.nih.gov/grants/guide/rfa-files/RFA-DE-09-002.html>

FORM: <http://apply07.grants.gov/apply/UpdateOffer?id=7708> [backup]

FOR COMPARISON WITH NIH PureEdge Forms: PureEdge Parent R01

FORM: <http://apply.grants.gov/apply/UpdateOffer?id=6298> [backup-?X?]

Adobe Problems: “Broken Pipe”

"Broken Pipe" - Adobe Reader Error Message"

http://grants.gov/aboutgrants/program_status.jsp

When submitting an application with Adobe Reader some users are receiving an error message titled; **"Intake Servlet Is Unable to Save the Data. Broken Pipe."**

This means there were intermittent interruptions during submission, and the application **MAY** or **MAY NOT** have been successfully submitted.

No Grants.gov **CONFIRMATION PAGE** and no Grants.gov **TRACKING NUMBER** are seen.

Adobe Problems: “Broken Pipe”

How to check if your application was submitted successfully after seeing the “Broken Pipe” error message:

- (1) **Track Your Application (at Grants.gov)**
http://grants.gov/applicants/track_your_application.jsp
- (2) **Open a new browser window and resubmit. If no Grants.gov CONFIRMATION PAGE appears, contact Grants.gov:**
1-800-518-4726; support@grants.gov
- (3) **Contact Grants.gov to verify submission:**
1-800-518-4726; support@grants.gov

Adobe Problems: "Broken Pipe"

- **Current "solutions" to the "Broken Pipe" error message suggested by Grants.gov are not good.**
- **We need to know with certainty if the submission was successful or not.**
- **"Calling Grants.gov" to verify the submission is not a solution.**

Adobe Problems: Resources

"Broken Pipe" - Adobe Reader Error Message: Complete Grants.gov Explanation
http://grants.gov/aboutgrants/program_status.jsp

Adobe Reader Error Messages
<http://grants.gov/assets/AdobeReaderErrorMessages.pdf>

Grants.gov Webcasts: Adobe etc.

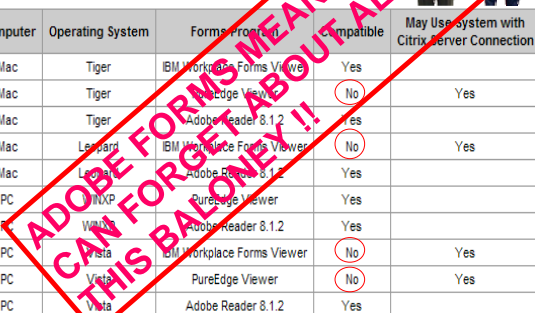
Grants.gov Stakeholder Webcast (07/16/08)
http://grants.gov/help/stakeholder_communications.jsp

Adobe Forms: Do they really solve the "Mac" problem?

Yes. The "Mac" problem will be solved. Mac users will be able to fill out Grants.gov Adobe forms using Adobe software.

(THAT was easy!)

"Hello, I'm a Mac...
 And I'm a PC....
 What's up with Grants.gov?"



Computer	Operating System	Forms Front-End	Compatible	May Use system with Citrix Server Connection
Mac	Tiger	IBM Workplace Forms Viewer	Yes	
Mac	Tiger	PureEdge Viewer	No	Yes
Mac	Tiger	Adobe Reader 8.1.2	Yes	
Mac	Leopard	IBM Workplace Forms Viewer	No	Yes
Mac	Leopard	Adobe Reader 8.1.2	Yes	
PC	WINXP	PureEdge Viewer	Yes	
PC	WINXP	Adobe Reader 8.1.2	Yes	
PC	Vista	IBM Workplace Forms Viewer	No	Yes
PC	Vista	PureEdge Viewer	No	Yes
PC	Vista	Adobe Reader 8.1.2	Yes	

When will the PureEdge forms be discontinued?

- The retirement date for the PureEdge forms depends on the timing of the roll-out of the Adobe forms. Currently, the "retirement" date is June 30, 2009.
- There will definitely be a period of overlap so we will need to continue to support BOTH PureEdge forms and Adobe forms for the next 11 months to a year.

Still need to view PureEdge forms!

- **IMPORTANT!** Keep PureEdge.
- Any archived PureEdge forms in your local systems will still require PureEdge to open them, so we will all need both PureEdge and Adobe Reader 8.1.1 (or higher) on our machines for the foreseeable future.

Adobe Reader & Adobe Acrobat: CONFLICTS

If both **Adobe Reader** and **Adobe Acrobat** are installed on your computer you may experience these difficulties:

- You right-click on a file and select "Open With" Adobe **Reader** 8.1.2 but, instead, the file is opened with Adobe **Professional** 8.1.2.
- You select "Start" and "Programs" and select Adobe **Reader** 8.1.2 but, instead, Adobe **Professional** 8.1.2 launches.

SOLUTION? Contact your local IT for help.

Adobe Form: Impact on System-to-System?

- What the heck is a "System-to-System" vendor?
- Several vendors (InfoEd, Coeus, Cayuse, etc.) have developed software that is used to assemble and check Grants.gov applications.
- Instead of opening and saving a PureEdge (or, Adobe) application package, you would use their software to complete the package, check it, and submit it to Grants.gov.

Since system-to-system software does not use PureEdge or the new Adobe forms, they are not affected by changes in those forms (in theory at least).

Should we have purchased a system-to-system product?

System-to System Software Pros:

- Forms pre-filled with institutional data, when possible
- *Realistic* error checking PRIOR TO SUBMISSION
- Works with PC, MAC, UNIX etc.
- Generates a PDF of the entire application prior to submission
- Most offer some form of institutional routing
- Some permit the PI to keep tweaking the research text after the administrative forms are "locked."

Should we have purchased a system-to-system product?

System-to System Software Cons:

- None currently work for ALL Grants.gov opportunities, so you still need a way, in the short term, to deal with the individual PureEdge/Adobe packages .
- This requires training for TWO systems
- Price (initial price + **yearly maintenance**)
- "Error Checking:" But corrections still have to be made!
- As with any proprietary system there are issues regarding **software upgrades** (who decides what and when?) and **long-term viability** of the company.

Should we have purchased a system-to-system product?

At the University of Iowa, we developed our own simple "drop box" for handling Grants.gov application package from all agencies:

UIRIS/Grants.gov Uploads
<http://uiris.research.uiowa.edu/>

We've used it for over 1,000 Grants.gov submissions, and it has worked well.

This is a password protected site. I can do a live demo if there is time and interest.

Cayuse at the University of Iowa

The University of Iowa is currently conducting a CAYUSE pilot, submitting real applications...

Cayuse at the University of Iowa

<http://research.uiowa.edu/dsp/main/index.php?get=cayuse>

New Adobe Forms -- Conclusions:

- Don't install MS WINDOWS VISTA until PureEdge forms are no longer in use by Grants.gov (June 30, 2009).
- BOTH PureEdge forms and Adobe forms will be in use until June 30, 2009, when ALL PureEdge form will (?) "die."
- The Adobe form solution will solve the MAC problem.
- Adobe forms are better than PureEdge forms
- Check out the System-to-System products to see if they make sense for your organization.
- Biggest remaining Adobe form problems:
 - (1) Adobe Versions – *What are the users using??*
 - (2) MISSING Grants.gov Confirmation page after submission. *Did the submission go through or not??*

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John Massa – john-massa@uiowa.edu
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Michelle Powell - michelle.powell@osp.gatech.edu
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