### Changing for Excellence Business Case – Research Administration

**Projects**

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**KU’s Research Caliber: strengthen skills and retain top performers**

- Education/training: Thursday Research Topics (TRT) conducted monthly, Grant Coordinators meeting quarterly, Research Administration 101 (RA101) offered in the Fall semester annually, SSC training as requested/needed, Professional development opportunities external to KU as appropriate.
- Federal agency weekly e-mail to announce changes at the Federal level as they arise.
- Managing Federal Grants publications as resources.
- Award Processing Services training conducted by Huron in conjunction with developing desk references and other job aids.
- Developed Performance and quality metrics.
- Blackboard site contains resources for the campus research administration community.
- Even though this project is being reported as complete this will always be ongoing in nature.

**Pursue System Improvements: implement tools that increase faculty and administrative efficiency; collaborate with KUMC where feasible**

- Implemented the Accounts Receivable & Billing system to replace a manual workflow.
- Click COI and IRB implementation in conjunction with KUMC.
- Adopted ImageNow for the following processes: award set ups, budget summary approvals, retroactive funding adjustments and the A-133 audit verification. This allows transparency, workflow and time metrics that were unavailable previously. Future IN projects include effort reporting tracking and reporting and subcontract invoices.
- Currently defining needs for a Grants system and viewing the various options available.
- Engaged central IT to define business needs in each area of research administration within the Office of Research. Currently conducting information gathering sessions with each unit.
- Engaged central IT and other campus stakeholders to document requirements for an electronic effort reporting system. Huron and Maxximus demonstrated their perspective effort certification systems.
- Completed process to define needs for a new Grants Management system.
- Selected ecrt as new electronic effort certification system. Reviewing and preparing to sign contract with Huron. Currently scheduling initial project meeting.
- Tableau dashboard created for Post-Award Services to assist at a detailed level with project management.

**Update January 12, 2016**

- Conducted kick-off meeting and data mapping meeting for ecrt implementation. Planning research administrator and Investigator meetings. Anticipated “go live” is July 2016.
- Officially placed the RFP for a Grants Management System on hold due to other Office of Research priorities.
### KUCR Efficiency: *strengthen operations, processes, and overall effectiveness*

- Process mapping in 2012 by Huron to identify areas in need of improvement/streamlining. Areas under review included pre-award, post-award and contract negotiations (the review also covered some components of the KUCR Financial Services area).
- Restructured some areas for improved efficiencies including the development of an Award Processing Services team. A position was created in the Research Integrity unit to review all compliances prior to award processing.
- As exhibited in the bi-weekly reports this project will also be ongoing even though it is deemed complete at this time.