Colleagues,

On June 24th, I circulated a memorandum to you along with a web site containing the new forms that you need to use for proposed subrecipients on competitive (new or renewal) proposals that SPA will submit for PHS funding on or after August 24, 2012. As a reminder, that memo and forms can be found at: http://www.ospa.umn.edu/PHSFCOI.html.

At the end of the memo, I told you we were working on ways to make this process easier. We now have one major improvement to tell you about.

Last week, the Federal Demonstration Partnership (FDP) successfully launched a national website that records the names (and DUNS numbers) of institutions that have or will have PHS-compliant Financial Conflict of Interest policies on or before the August 24, 2012 deadline. That list is available at: http://sites.nationalacademies.org/PGA/fdp/PGA_070596. The 118 FDP-member institutions received the first invitation to join this list. The invitation has now been extended to authorized organizational representatives (from SPA offices) outside of the FDP so they can add their own institution or entity as well. Note that ONLY an authorized organizational representative from that organization can add their institution's name to the list - you may not do it for them. You should feel free, however, to tell your proposed subrecipients about the opportunity to join the list. An invitation for how to join the FDP list is available on the FDP web site at thefdp.org (the process takes about 2 minutes) as well as on the SPA PHS FCOI web site listed above. This summer, SPA will also be sending communications to all of our existing subrecipients inviting them to join if appropriate - we are working on putting together that list now.

If your proposed subrecipient is on the FDP FCOI Compliant list, you do NOT need to complete either a Form 1 or a Form 2 for that entity. To check on the status of your proposed subrecipient, please click on the link for the list of compliant institutions/entities at http://sites.nationalacademies.org/PGA/fdp/PGA_070596, search for your proposed subrecipient by full or partial entity name or DUNS number, and then if your entity appears on the list, simply annotate your PRF in Question 14 to document that they are on the FDP FCOI Compliant list. A sample of the latter is shown below ...

(14) Does this proposal include any outgoing subawards?

☐ No ☐ Yes ▼

Enter names of Subrecipients

1. University of Wisconsin (on FDP FCOI Compliant list)

It will likely take several weeks for there to be a large number of entries on the FDP list, but hopefully within the next few months, many of our subrecipients will appear on the list and you will not need to ask those subrecipients to complete a Form 1. Please be careful that the name of your subrecipient matches the entity on the list - if you aren't sure, ask your subrecipient.
For your convenience, I have also revised a copy of my June 24th memo to incorporate these changes (providing a step-by-step process) and the business workflow has also been updated. These are posted on the SPA PHS FCOI web page identified above.

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