



Thursday, November 30, 2006

Good Afternoon,

Please see the following message regarding InfoEd, and feel free to contact me at any time with questions, suggestions, or concerns.

InfoEd Training and Implementation Update

1. As we reported earlier this month, the first successful application was submitted to Grants.gov using InfoEd's Proposal Development module. We will soon begin scheduling training sessions to begin the week of January 8th. These initial sessions will be intended for Principal Investigators and Department Administrators who plan on submitting a grant to NIH for the February 5th deadline (per the NIH Notice regarding new application dates effective 1/1/07).
2. We are nearing completion of setting security parameters, designating User roles (as defined by InfoEd) and finalizing the external Routing process. These set-ups must be completed before access is opened up to all Users. We expect this phase to be finished before the holidays.

Grants.Gov Update

On Tuesday, December 5th, the NIH is hosting a videocast which will focus on the electronic submission process. The agenda includes a 'live' question and answer period at the end of the session. We have booked the TLL (located at 325 Cambridge Street) from 1:00-4:00, and invite interested administrators and investigators to attend. However, as there is limited seating we urge you to please call us at 573-3499 to reserve a spot if you plan on attending.

InfoEd Post Award Management System

The proposed reporting package was distributed about a month ago. Thank you to those of you who provided feedback on the reports. If you wish to add your input regarding the reports, please feel free to email Jim Cappellucci at james_cappellucci@meei.harvard.edu.

A representative from InfoEd was on-site on November 28th and 29th to discuss the Post-Award Management System and demonstrate how it works. We are moving forward with a deadline to roll out the Post-Award Management System in the Spring of 2007!

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