



RESOURCE OPTIMIZATION

Highlights and Trends

Between 4/1/13-6/30/13:

CPMG	<ul style="list-style-type: none"> ▪
OSP	<ul style="list-style-type: none"> ▪ OSP implemented a new process for using the FDP Research Subaward Agreement form in preparation for issuance to a sub-recipient for execution. ▪ OSP implemented one major change to the Budget Extension web form by removing the NSF exception. All budget extensions now have to be requested via the web form. This allows OSP more consistent and efficient collection of administrative and compliance information relevant to budget extension review. ▪ New Time-of-Award web page was created to improve on the transparency of the award acceptance process.
HSD	<ul style="list-style-type: none"> ▪ Overall Turn-Around Time for new, full IRB applications remained below the target TAT of 71 business days. ▪ The range of turn-around-time for new, Minimal Risk applications decreased dramatically, from over 360 days to 167 business days, and is well below the target range of 307 days. This occurred even despite a 42% increase in volume (from 265 applications in the previous reporting period to 375 in this period). ▪ The range of turn-around-time for new, Exempt applications also decreased dramatically, from more than 180 business days to 61 days, a 66% decline.
ORIS	<ul style="list-style-type: none"> ▪ SAGE preliminary benefit rates ▪ Subcontract Modification Request Form ▪ Outside Work webpage ▪ ARRA migration

Project Category Codes:		
1	Proposal Preparation	Collapses feasibility, research plan and sponsor submission chevrons
2	Pre-Award Administration	Equals sponsor response
3	Post-Award Administration	Collapses project launch, manage award and compliance chevrons
4	Report Preparation	Replacing Enterprise Reporting & Analysis chevron
5	Closeout	Not on FDP's high level list
6	Other	Other

Projects Completed - Last 3 Months

Unit	Project Name	Unit Impact	Campus Impact	Date Launched	Date Completed	Project Description	Category	Compliance	Service	Actual Time Saved	Actual Funds Saved
HSD	LAD to DOHR	Not clear yet; may increase number of DOHR submissions	An expanded number of studies will now be eligible to get DOHR status, allowing for funding to be released sooner for more studies without IRB review	2/1/2013	5/1/2013	Revised the Limited Activities Determination (LAD) to the Delayed Onset Human Research (DOHR), increasing the number of studies eligible for this status, allowing for more studies to receive funding prior to IRB review (when appropriate)	2		A greater pool of researchers will be able to access funding awards prior to IRB approval (when appropriate).		
HSD	eSubmission Market Study			3/4/2013	6/28/2013	Assess the current market for electronic submissions systems to ascertain whether we will "build or buy" a system.	6				
HSD	File Standardization Project	standardized structure and content across all IRB committees and subcommittees		6/1/2012	3/1/2013	Developed and implemented standardized structure, order and content of HSD paper files across all committees.	6	Increases HSD compliance with Regulations re: what documentation /information must be retained in the paper files.	HSD staff and IRB members better able to locate key information/documentation in file.	Filing time decreased from 1.6 minutes per item to 1.4, a savings of 48 minutes per month or 9.6 hours per year.	
OSP	Revision of GIM3	Receipt of more accurate budgeting information in proposals for multi-year projects.	Depts can anticipate either an increase or decrease in FB rates and build that into the budget. In the past, departments were concerned about the requirement to use only approved rates for out years, when they could clearly see that the preliminary rate for the subsequent fiscal year would be higher.	2/13/2013	4/25/2013	GIM 3 is updated effective April 2013 to allow for use of preliminary fringe benefit rates.	1	Provides more accurate information for departments when preparing budget requests to sponsors.	Assists department with anticipating costs per project.	N/A	N/A
OEI	APL Research Administrators	Improved efficiencies within research support areas	None	1/1/2013	6/1/2013	Performing Analysis of roles and responsibilities, workload, supporting tools and technology and developing recommendations for improved effectiveness and efficiencies	6	Possible improvements in HR and Payroll compliance	Increased capacity, increased customer service level	Currently being assessed and calculated	

OEI	EH&S Strategy Implementation	Clear strategy map & plan to follow to meet goals	Improved service to clients & compliance	5/30/2012	6/30/2013	Milestones: Final strategy map & strategy plan completed, 01/13; Moved from planning to implementation: determined 5 project teams, lead & members 01/13; completed charters and developed project plans 02/13; team work begun 03/13; next steps developed 03/13	6	Projected: Increase in appropriate use of PPE & SOPs; decrease in # of noncompliance findings; increase in awareness of compliance expectations (survey results)	Projected: Increase in client satisfaction with EH&S outreach materials; decrease in employee turnover in critical positions; increase in defined client satisfaction with key EH&S services	Projected: increase in # of ADs using reports to manage budgets/exp expenditures; spending plans developed; connect budget decisions to strategic goals; cost savings or funds freed up for reallocation to strategic goals; decreased \$ in remaining balance; savings of consultant costs	
CPMG	Dept of Transportation	Consultation on grant development	Assistance on grant application	2/18/2013	3/18/2013	Review grant proposal documents	1		Improve final product	41	\$ 3,075
CPMG	USAID Burma Concept Note	Consultation on grant development	Assistance on grant application	1/1/2013	3/18/2013	Consult on all aspects of grant proposal development	1		Provide project management, proposal development and final review	81	\$ 6,075
CPMG	MRAM Presentation	Increased visibility on campus	Increased awareness of CPMG services	2/14/2013	2/14/2013	Overview of CPMG services	1		Increase campus awareness of resources		
CPMG	SOM Presentation	Increased visibility on campus	Increased awareness of CPMG services	1/31/2013	1/31/2013	Overview of CPMG services	1		Increase campus awareness of resources		

ORIS	FIDS Public Facing Report (webpage)	ORIS = 3 hours savings/month between September 2013 and April 2013. In the past, this report had to be created manually. Automating this report removed this task. No change to ORC; ORC needs to still review the report, sign-off and then send back to ORIS for the data to be posted on the website.	None		4/25/2013	Automate the existing manual creation of the FIDS public facing report.	4)	To comply with FCOI, we must post any investigator with PHS financial conflict of interest. This report allows ORC to view a standard report every month and validate the information prior to it being posted into the Web public facing website.	Report is standardize so ORC, the report reviewer, knows what to expect every single time.	3 hours saving for ORIS	None
ORIS	FIDS View	None. FIDS view needed to be created by ORIS SAGE development team in order to make #242 - FIDS Public Facing Report possible.	None		4/25/2013	Create a data view for FIDS data. Allows ORC to request report	4	None	None	None	None
ORIS	Preliminary benefit rates on GIM 3	The latest policy is now displayed on the GIM 3 website	The latest information is now available on the GIM 3 website		4/25/2013	Publish the new standard for budgeting fringe rates to now include forecasting	1	This project is only to update the website, the savings for the system change were captured under the SAGE preliminary benefit rates project			
ORIS	Email Archive Solution Migration	OSP, HSD, ORC and ORIS are impacted by this project. Those users who run out of storage space on centralized email systems, which is a major problem for departments across campus, will have a place to store and	Minimal impact on campus users.	1/21/2013	4/30/2013	The ORIS Exchange Archive Email Server is near end-of-life. A new Exchange server will need to be built, existing mailbox migrated to it, and the old email archive server decommissioned.	6		At least 100% increase in application performance	Estimated savings of 4 hours per month of server and hardware administration.	Estimated savings of 66% in server hardware costs due to virtualization.

		archive their email so they do not have to delete it.									
ORIS	Subcontract Modification Request Form	OSP subcontracts Team receives many emails daily from campus administrators and PI. Much of the team's time is spent following up on these communications. This functionality reduced the communication time spent by campus to discuss the needs for their subcontracts.	Tool provides a public facing web form that guides the user through a series of structured questions and substitutes for unstructured emails with lack of information. Logic and flow within the tool directs user to provide specific information necessary to request changes to subcontract. As of the product launch in April 2013 to Aug 2013, there has been 141 request added or an average of 28 request a month.		4/30/2013	Build a new web form to collect specific data elements, attach documents and email request to OSP	1	Based on the scenario chosen, the logic ensures that the requestor provides the information needed, on a scenario basis.	User mentioned that their pain point with subcontract was understanding the turnaround time. The tool now provides information about the standard processing times for subcontract modification request.	Tools provide the data that requester must have in order to request modification, up front, prior to process. Logic also directs user to provide specific information, resulting in high quality of subcontract modification request at intake, reducing follow up.	None
ORIS	Tools and Resources box for the SAGE Splash Page	Reduce calls to the ORIS Help Desk	Make it easier for research admins to find information creating time savings as questions are answered on the spot and without a phone call.		4/30/2013	More information displayed on the SAGE Splash page for frequently needed information (e.g. SAGE Access and Roles Help Page, NIH Deadline Page, Sign-up for grants eNewsletter, etc.)				Saves an estimated 3.5 hours a month of research admin time and 7 hours a month of ORIS Help Desk staff time	

ORIS	FCOI Training Record Lookup	<p>OSP validates whether FCOI training has been completed. Within SAGE, this information is provided based on an eGC1 and the listed personnel. If they are not listed on the grant, this information is not provided. This functionality allows OSP to answer questions regarding FCOI training completion and/or direct people to this information outside of SAGE.</p> <p>ORIS needed to load the Seattle Children's FCOI completion records manually. This functionality also allowed Seattle Children's to add completion training information manually, removing ORIS from the process of receiving a file and importing. After the initial spike in FCOI training completion, new record adds have been minimal from Childrens.</p>	<p>Research Admins and those investigators without Research Admins, will need to determine if they have taken the FCOI training. Checking completion requires either access to SAGE to an in flight eGC1 where it displays information about FCOI training completion, or accessing this website directly, which provides FCOI training information completion, on demand. Approx. 150 Seattle Children employees have taken training at Children's who benefited from reciprocal training. Approx. 3,300 individuals have taken the UW FCOI training.</p>	4/30/2013	<p>Provide UW with a method to manually confirm a participant's FCOI training completion status. In addition, provide Reciprocal Training Partners a method to manually enter a competition record.</p>	2	<p>Provides research admin, investigators, campus, and central unit, a tool that allows them to quickly and easily check FCOI training compliance before releasing funds.</p>	<p>Training completion tool is self service and available 24/7.</p>	<p>None - FCOI was a new additional task that didn't exist before</p>	None
ORIS	RAB Page update	<p>ORC had one place where they could direct RAB members for the planned RAB meetings for the year</p>	<p>RAB members could go to one place to view all the planned RAB meeting for the year</p>	4/30/2013	<p>List the meeting times for RAB on the ORC website</p>	6	None	<p>RAB members have a self-serve site, that is available 24/7, to view information about planned RAB meeting events</p>	None	None

ORIS	Fostering Collaboration updates	None - request was for aesthetic reasons	None - request was for aesthetic reasons		4/30/2013	Changes to format needed (italics vs. normal text) and replicated to all Fostering Collaboration site to stay consistent with the design	6	None	None	None	None
ORIS	SAGE preliminary benefit rates				4/30/2013	Update SAGE Budget to include preliminary benefit rates					Allows for us to submit more accurate budget numbers (estimate 2-4 million)
ORIS	File Server Rebuild	OSP, HSD, ORC and ORIS are impacted by this project. The old file server was running low on available storage space, and was nearing it's end of life and needed to be decommissioned.	Minimal impact on campus users.	5/1/2013	5/13/2013	The OR file server is near end-of-life and running low on storage space. A new file server must be built and all OR files migrated.	6	Estimated 100% increase in application performance.	Estimated savings of 2 hour per month of server and hardware administration.	Estimated savings of 71% in server hardware costs due to virtualization.	
ORIS	DORA Enhancements Q1 2012	HSD is impacted by this project. They require changes to their expedited agenda report to respond to Audit findings.	Minimal impact on campus users.	4/1/2013	5/13/2013	The DORA expedited agenda must be modified to respond to Audit findings. A development environment and process must be planned and implemented because the FHCRC no longer provides enhancement support for DORA, so this work must be completed by ORIS.	6	100% compliance with audit findings.			
ORIS	Content Management for SOPs	HSD's "Policy & Procedures" website was out of compliance per recent federal audit finding. As a result of this project, the documents have been/are being re-organized taxonomically and the new site will meet the Federal regulation. it will also be easier for HSD Management to guide customers to the	The new document organization scheme provides a Table of Contents page which categorizes the documents by area and is much easier for campus users to find documents that are related to a particular topic.	4/1/2013	5/14/2013	New SOPs, created/modified to comply with the HSD audit results, needs to be posted to the HSD website.	6	Allowed the business to better meet the audit finding to include all SOPs in central location, with an organizational structure that allows for easier search and locate capabilities for	Interactive table of contents allowed for greater efficiency for campus users	Anticipated savings in time it takes users to find materials	

		documents through a particular order that is relevant to their needs.						users.			
ORIS	ARRA Migration	this project results in the transition of the ARRA reporting application and reporting responsibility from HR to it's more appropriate owner, OR. If done well, business units should need to do nothing other than participate as SMEs.	none, if done well, the change will be imperceptible to campus.	2/19/2013	5/29/2013	Transition ARRA reporting responsibility and related technologies that support it, from HRIS to ORIS	4		Build infrastructure and streamline processes to maximize service and opportunities to researchers (qualitative or quantitative)		Increase research funds through dollars saved, increased revenue and maximizing opportunities (quantitative)
ORIS	Outside Work Webpage		Communication of new process		5/30/2013	Create a new webpage to provide information about the Outside Work Process			Communication of new process		
ORIS	Single Patient Emergency Use	Infrastructure is provided for HSD to meet compliance requirements with Federal regulation on the process for how to handle Single Patient Emergency Use	Researchers have quick and easy access to critical content related to single patient emergency use	5/1/2013	5/31/2013	New webpage to display process information and provide links to published documentation for Single Patient Emergency Use of experimental drugs or devices.	6	- Allowed the business to better meet the audit finding related to availability of single patient emergency use process information - Increase protection of research subjects in cases of single patient emergency use	- Increased information accuracy	Decreased time in contact, consult and resolution of issues between researcher and HSD	

ORIS	Foreign Contracts Report	Ability to run report early/re-run report if data changes.	No noticeable change		6/28/2013	Automate distribution of the bi-annual report to meet a data requirement from the US Department of Education and Federal Student Aid.	4	Ensure structure is in place to meet US Department of Education and Federal Student Aid reporting requirement		Automating report will save about 8 hours/year
ORIS	Time of Award webpage	It is anticipated that there will be a reduction in the number of phone calls that OSP receives regarding Time of Award as a result of information made available on this new web page.	Campus now has a reference page that lists the frequent issues that prevent the release of awards.		6/30/2013	A new webpage to display situations/compliance that requires campus attention before awards can be released	2		- Increased access to information that may help avoid compliance issues or delays in processing of awards, as evidenced by 169 unique pageviews since between 6/26/2013 and 8/22/2013. The avg time on page is about 3 min and 40 seconds	- Reduced OSP time required to personally answer most frequently asked questions regarding Time of Award. - Reduced delays in release of awards by allowing campus to anticipate issues and action needed.
ORIS	Advance Budget Number Tool Modification	Updates to the SFI question in the Advance Budget Tool now meets compliance requirements for FCOI regulations.			6/30/2013	Updates to the Advance Budget Number tool content.	6	SFI questions displayed in the Advance Budget tool are now in compliance with the FCOI policy.		

ORIS	No Cost Extension Update	OSP will no longer have to request missing information for NSF budget extensions, which will save OSP time.	Campus users will experience less confusion over FCOI policy. NSF applicants requesting budget extensions will now be able to use this tool.		6/30/2013	Updates to the No Cost Extension form needed for FCOI	6		Reduced confusion by updating FCOI related information on the form to match the FCOI policy.	Reduction of approximately 4.5 hours per month, due to change in handling of NSF application information. (15 min x 18 NSF requests per month avg)
ORIS	Allow Upload of .docx Files in HSD Document Collection	HSD content managers can now upload and open documents with the .docx extension without having to convert them to older version of MS Word before the upload.	Campus can download Word documents in the most recent MS Word .docx format		6/30/2013	Provide the ability for the latest version of MS Word (.docx) to be supported in the HSD Document collection site.	6			Estimated 120~ SOP and related documents that may have required 2 hours of reformatting each equaling possible 240~ hours of formatting time. This also saves the need for any future non-SOP related documents to be converted and formatted to the older MS Word versions.

Unit	Project Name	Unit Impact	Campus Impact	Date Launched	Projected Date Completed	Project Description	Category	Compliance	Service	Projected Time Saved	Projected Funds Saved
HSD	Modification Form Adaptation	More complete and correct modifications submitted, easing review	A more readable and understandable form will simplify and facilitate the preparation, submission, review and approval of modifications. In addition, related policy changes will reduce the number of modifications necessary to complete.	1/4/2013	9/27/2013	Re-formatted the mod form to be more user friendly, converted to a smart form PDF, making it easier to fill out. Changed a couple of related policies which make it so researchers will have to fill out fewer of these overall	3		A newly formatted mod form should lessen the number of incorrect and incomplete modifications submitted, making it easier for the review process to be completed, resulting in a reduced turnaround		
HSD	IRB Departmental Assignments	Improved internal process for assigning applications to IRBs for review	Departments will know which IRB their studies are going to be sent to, allowing for a single point of contact in HSD. Also, studies will be better matched to IRBs with members having the appropriate expertise to review them.	1/18/2013	9/27/2013	Using data from the DORA database, we will assign UW departments to IRBs based on committee expertise and committee workload. A non-public testing phase will begin in the summer of 2013, to be refined for official implementation at the end of September	2	Assigning applications based on committee expertise ensures that we are in compliance with regulations that require studies to be reviewed by qualified individuals and committees	Researchers will know who to call with questions related to preparing their studies, what review might look like, etc.		
HSD	Regulatory Checklist Restructuring	Increased consistency in review and reduced redundancies, allowing for quicker review		10/26/2013	12/27/2013	Regulatory checklists have been reviewed and updated to ensure regulatory completeness	3	More complete checklists ensure that reviews are done completely, IRB determinations are made and documented appropriately, and that what is needed in the file is in the file.			

HSD	SOP Renovation	Increased completeness in SOPs will help with consistency of review, and ensure that HSD staff and IRB members understand all UW policies and procedues in conducting an IRB review		3/6/2013	12/31/2013	Writing and revising the HSD SOPs to ensure that they are complete and correct. This addresses findings from the 2012 audits (OHRP, FDA and internal), as well as our office's need to standardize procedures.	6	Addresses the audit findings from 2012	Having a complete suite of SOPs will help ensure that the UW research community understands the IRB process, enabling them to more easily maneuver through.		
OSP	Proposal Review Criteria	Clear definition of OSP roles and responsibilities in proposal review. This will ensure a baseline consistency between OSP administrators in reviewing proposals and aid in training new proposal reviewers.	Clear campus guidance as to what OSP reviews and looks for in proposal review	3/1/2013	9/31/2013	Develop and implement consistent baseline proposal review criteria	1	Will provide clarity and guidance around issues of proposal submission and compliance in terms of both sponsor and university requirements	Provides a baseline for OSP review on which campus can rely	N/A	N/A

OSP	Revision of NCE Review Guidance and job aids	Clarify action steps for reviewing NCE requests. Better tool for processors who are new to the task. Time saved on streamlined process is redirected to JIT review and processing.	Clear information provided to campus for which information is needed for a successful NCE request and consistent review experience.	11/1/2012	8/31/2013	Update NCE review process, revise NCE review guidance for OSP to reflect changes in compliance rules, revise NCE web tool, revise OSP website.	3	Will provide clear instructions to OSP processors as to how to remain compliant with UW and sponsor requirements.	Consistent and transparent service to campus.	Avg. 18 BE requests for NSF per month*15 minutes per email=4.5 hours per month of PC time. Removing NSF question from the web tool was the main process change. Saved time is used to move certain JIT review and processing to PCs.	N/A
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OSP	Org code/ OSP Staff assignment tool	Faster and clearer implementation of org. code assignment changes to OSP staff	More efficient customer service as triaging requests to the correct person will become faster.	11/1/2012	9/31/2013	OSP needs a tool that allows flexible staff/org code assignments and communication both internally as well as to ORIS	6	N/A	Faster and more accurate triaging of incoming requests.	Avg. 25 assignment changes per year * avg. 3 hours to implement =75hours per year of LABS time. Goal is to spend less time implementing assignment changes.	N/A
OSP	FA field definitions and ownership, OSP vs. GCA	Fewer FAs being sent back-and-forth between OSP and GCA	Faster processing of FAs and therefore availability of funds to departments	4/26/2013	11/30/2013	To work with GCA to find ways to improve FA processing time. This may include possible system enhancements, better OSP internal guidance, minor process changes, education.	3	N/A	Faster availability of funds to researchers	156 FAs returned to OSP by GCA in one month (Oct. 2012) and avg. 5 hours of delayed processing per FA. Goal is to reduce the # of times FAs are returned.	N/A

OEI	School of Law: Lecturers	Improved efficiencies within the faculty support areas of the School of Law	None	Jun-13	Sep-13	Performing Analysis of roles and responsibilities and developing recommendations for improved workflow and assignments	6		Increased capacity, increased customer service level	Projected .5 to 1.0 FTE increased efficiency	
OEI	UW Police Department	Improved efficiencies within department	None	Jun-12	Oct-13	Implementing 3 recommendations: increased efficiency for Sergeant Reports, Better and faster financial reports and eliminating parallel time and leave reporting processes	6	Possible improvements in HR and Payroll compliance	Increased capacity both for administrators and Supervisor/Sergeants	Projected .5 to 1.0 FTE increased Administrator efficiency. 1-2 additional hours/day for Sergeants	
OEI	APL Human Resource Operations	Improved efficiencies within department	None	13-Mar	Nov-13	Analyzing operations and processes, creating benchmarks, identifying opportunities for improvement, and streamlining processes	6	Possible improvement in HR compliance	Increased capacity, increased customer service level	Currently being assessed and calculated	
OEI	ITHS Strategic Planning	Clear strategy map & plan to follow to meet goals	Better service to clients	3/7/2013	9/30/2013	Milestones: Leadership meeting 1/25; Scope of Work 3/7, Completed current state mapping leadership workshop; completed ideal state retreat; turned over strategy ownership to new Director	6	Measures of success to be determined when dashboard is developed	Measures of success to be determined when dashboard is developed	Measures of success to be determined when dashboard is developed	Measures of success to be determined when dashboard is developed
OEI	Washington Sea Grant Administrative improvements	Staff has clearer roles & responsibilities; Director time freed up for fundraising	Better service to clients	9/17/2012	12/31/2013	Milestones: Completed organizational assessment, developed reorganization plan, began implementing reorganization of WSG	6		Increased customer satisfaction		Free Director time to raise funds
OEI	HR/Payroll Change Management		Better service to clients	11/13/2012	Ongoing	Continued to develop Change Management Plan & stakeholder analysis/map	6			TBD	Cost of consultants
OEI	Applied Physics Lab Strategy Plan implementation	Clear strategy map & plan to follow to meet goals	Improved service to clients & compliance	5/30/2012	Ongoing	Implemented 3 improvement teams & a new OEI-led analysis project of Research Admin area; facilitated communications team meeting to completed Communications Products Inventory and Analysis	6	Measures of success to be determined	Measures of success to be determined	Measures of success to be determined	Measures of success to be determined

OEI	EH&S Education/Training Program Assessment	Clear understanding of impact of training program, identify opportunities for improvement	Improved service to clients & compliance	4/10/2013	Ongoing	Assisted in development of evaluation strategy, plan and assessment tools. Facilitated current state mapping meeting.	6	Measures of success to be determined	Measures of success to be determined	Measures of success to be determined	Measures of success to be determined
OEI	School of Environmental & Forestry Science	Organizational assessment to identify opportunities for improvement, clarify structures, roles & responsibilities	Improved service to clients & compliance	6/26/2013	12/13/2013	Organizational assessment to identify opportunities for improvement, clarify structures, roles & responsibilities	6	Measures of success to be determined	Measures of success to be determined	Measures of success to be determined	Measures of success to be determined
CPMG	UDP (NIH)	Client development	Assistance on grant application	3/11/2013		All services (project management, budget consultation, RFP requirements review)	1		Provide project management, proposal development and final review	51	\$ 3,825
CPMG	CPMG Templates & Primers	Services expanded	CPMG tools available 24/7	11/15/2012		Primary CPMG proposal development tools available as downloads on CPMG website	1		Provide proposal development tools		
CPMG	Corporate and Foundation Relations Roundtable	Visibility broadened	share tools for project management, foster larger collaborations								
ORIS	Forms Repository (ID 260)		Creation of a central repository of forms will aid users in locating their specific form of interest.		8/31/2013	Create a new location where all forms are listed and can be searched	1		Users are finding and accessing the site with regularity, as measured by the number of hits to the page.		

ORIS	HSD Micro-Mini Data Cube (ID 230)	HSD will be able to create the "Monthly Incoming Workload" report much more efficiently and frequently, which allows them to balance submission workloads across teams	Campus may benefit from better utilization of IRB team resources, resulting in possible faster submission review times	7/1/2013	9/30/2013	Migrate a small subset of DORA SQL data to SQL Analysis Services cube for reporting.	6		Direct access to data resulting in better self-service reporting	Significantly reduce HSD time and effort spent in preparing monthly reports (Target TBD)
ORIS	HSD Contact Page (ID 313)	This project will allow HSD to automatically direct inquiries to the right IRB review team, and be able to answer questions more efficiently and effectively.	Campus researchers will be able to quickly and directly contact the designated HSD team and save time in contact searching or being forwarded multiple times		9/30/2013	Create an HSD Contact page that list specific contacts	6	Increase the consistency of answers given to researchers	- Reduction in number of steps required to obtain answer to a question - Increased continuity for researcher from initial inquiry to submission, by connecting them with the appropriate IRB team at an earlier stage.	Reduction in the amount of time it takes for a researcher to get an answer to a specific question
ORIS	Federal Reporting: Phase 2 - STAR Metrics (ID 478)			7/31/2013		Standardize and consolidate data in a way that allows for multi-dimensional reporting.				

ORIS	Federal Reporting: Master Sponsor Data (ID 487)			8/1/2013		Implementing Master Data principles of custodianship around Sponsor data in order to facilitate accurate and efficient reporting	1				
ORIS	ORIS Portfolio Management Framework (ID 206)	Current OR central reporting will be updated in accordance with the new project definitions and alignment structures. Single Points of contact will be required from Business Units and regular prioritization meetings will be managed between business units and ORIS SPoC.	Little to none.	5/30/2012	10/30/2013	Build out project intake, planning, execution and reporting processes based on ORIS strategic plan and alignment with OR Mission, Vision and Goals.	6				

ORIS	New Virtual Server Infrastructure: Phase 2 (ID 387)	Impacts HSD, OSP, ORC, and ORIS directly by providing improved disaster recovery and preparedness.	Campus would be impacted if a major disaster or outage affected OR-Hosted servers, because OR Staff would not be able to perform their job functions and therefore would not be able to serve campus. This project enhances the availability of OR-Hosted servers to prevent such impacts.	7/22/2013	8/30/2013	Add hardware replication to the OR-Hosted virtual server infrastructure to increase availability and reduce potential downtime.	6		Estimated increase in availability of OR-hosted services from 99.5% to 99.9%.	
ORIS	Decommission and/or Virtualize Old Servers (ID 174)	Impacts HSD, OSP, ORC, and ORIS directly by eliminating the risk of old server hardware failing and causing down time.	Campus would be impacted if an older server fails and causes down time for the OR, which would affect OR staff's ability to perform their job functions and serve campus.	7/29/2013	9/27/2013	Decommission and/or virtualize old OR-Hosted servers that are at or near end-of-life. This project reduces risk of outages and greatly improves the availability of OR-Hosted server systems.	6		Estimated increase in availability of legacy OR-Hosted servers from 99.0% to 99.9%.	Estimated savings of 66% in server hardware costs due to virtualization .
ORIS	LAMP Testing Environment: Phase 1 (ID 233)	Impacts ORIS by providing the tools to build testing environments for web application testing. Indirectly Impacts OSP, HSD and ORC by enabling more efficient QA of ORIS web applications, which in turn will provide better and faster solutions to the OR family.	Indirectly impacts campus by providing higher quality products that can be tested more effectively and efficiently.	6/1/2013	10/31/2013	Build the tools and infrastructure to enable new testing environments that duplicate the web production server infrastructure.	6			Estimated 30% decrease in QA time for web application testing.

ORIS	Virtual Desktop Testing Infrastructure (ID 137)	Impacts ORIS by providing improved efficiency and automation for QA. ORC, OSP, HSD, GCA, and other compliance units would be indirectly affected by improved efficiency within the ORIS QA team, which will allow the team to test more applications and test them faster, and improve overall QA for systems that are used by Campus.	Campus would be indirectly affected by improved efficiency within the ORIS QA team, which will allow the team to test more applications and test them faster, and improve overall QA for systems that are used by Campus.	7/1/2013	11/30/2013	Build infrastructure to host virtual desktops for manual and automated testing. Build Test Controller infrastructure and integrate with SAGE development infrastructure to provide automation and efficient QA control.	6			Estimated 50% decrease in QA time for application testing.	
ORIS	Husky SciVal Announcement (ID 459)	Provides ORC one place where they can post SciVal update and site improvement effort. One place that ORC can direct people to for all SciVal information.	Provides a central location for real time information on SciVal updates and site improvements. Faculty and their administrators have one place that they can always go to and where they can direct people to, to get information and updates.		8/31/2013	Add an announcement box on the SciVal Page, Husky SciVal Experts section	6	None	Central location for real time information on SciVal updates and site improvements, that is self service and available 24/7.	None	None

ORIS	SAGE Grant Runner Enhancements - FORM C (ID 33)	OSP Grants Coordinators experience a smooth transition from form set B to C, with few submission errors	Researchers are able to continue submitting NIH applications system-to-system, after the forms-C changeover; Addition of enrollment data form gives us study participant data for future reporting use.		8/27/2013	Update existing GrantRunner forms to comply with Forms C requirements; Add 2 new enrollment forms, as required by Form C.	1		<p>- 100% of in-progress applications at time of go live are reviewed to assure submission will go through under the correct form set</p> <p>- Sustain a low level of submission failures related to GrantRunner system issues.</p>	<p>Early and frequent communications result in a low incidence of incorrect form set being completed, thereby avoiding re-work, as evidenced by only 1 application identified as needing to be redone in Form C and 2 others to be monitored depending on intended submission date.</p>	
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ORIS	SAGE Grant Runner Enhancements - Forms Handling (ID 461)	ORIS developers will be able to support form changes or additions more easily and quickly	GrantRunner users will see expansion of forms at an expedited pace		11/30/2013	Forms Handling. Build out of SAGE Grant Runner features to support the validation and submission of additional electronic proposals via Grants.gov.	1		- Reduction in time for ORIS to add new forms or update forms for GrantRunner	
ORIS	SAGE Grant Runner Enhancements - Detailed budget Form into SAGE (ID 462)	OSP Grants Coordinators will see an increase in use of GrantRunner, which automates and pre-validates data, saving time in the review process	Researchers and administrators will be able to use GrantRunner for a wider range of applications, and will be able to take advantage of the auto-calculations and pre-fillable data flowing from SAGE Budget.		11/30/2013	Build out of SAGE Grant Runner features to support the completion and submission of the Detailed Budget Form, with ability to merge data from SAGE Budget into the GrantRunner budget form.	1	- Increased usage of GrantRunner for NIH proposal submissions	- Reduction in time spent on preparation of proposal budgets for NIH - Reduction in errors found in NIH proposal budgets using GrantRunner	
ORIS	Using data to track Multi-Investigator Grants (ID 486)	Understand the number of complex grants	None		9/1/2013	Communicate to campus the number and award totals of multi-investigator awards, by year, comparison by FY year (including % change over FY).	4	Provide information on award totals of multi-investigator awards		

ORIS	RADC to EDW Phase1 (ID 208)	this effort will make analytical sage data, specifically awards, available to all central offices	this effort will make analytical sage data, specifically awards, available to campus	4/1/2012	7/31/2012	Integrate research data into the EDW to support domain and cross domain business intelligence and strategic forecasting, and to support shared access to transactional data that is needed for day-to-day operations.	4	this is just a first step in what should, down the road, support an integrated view into awards, expenditures and compliance. Compliance should become less costly to report on and should help ensure compliance ongoing.	data access and analysis will help inform process improvement opportunities. as a new service it is already an improvement over our data access abilities today.	data availability should greatly reduce time spent by data users sourcing data and building reports. it will also improve the quality of the data being reported on thereby reducing errors and time spent correcting errors	access to data should improve decision making leading to improved use of dollars
ORIS	RADC CUBE: Awards by Date, Sponsor, and Organization (ID 145)	this effort will make analytical sage data, specifically awards, available to all central offices	this effort will make analytical sage data, specifically awards, available to campus	1/1/2011	7/31/2013	Tool for providing analytical data to the UW as a result of RADC Phase 1. This effort includes training and day to day support in the run up to a "loud" roll-out which should be complete by end of FY13	4	this is just a first step in what should, down the road, support an integrated view into awards, expenditures and compliance. Compliance should become less costly to report on and should help ensure compliance ongoing.	data access and analysis will help inform process improvement opportunities. as a new service it is already an improvement over our data access abilities today.	data availability should greatly reduce time spent by data users sourcing data and building reports. it will also improve the quality of the data being reported on thereby reducing errors and time spent correcting errors	access to data should improve decision making leading to improved use of dollars

ORIS	Annual Report (FY2013 data) (ID143)	this effort improves the data within the annual report, reduces the time that it takes to produce it. eventually the report should be made accessible on demand. effort include incorporation of institutional master data, institutional business rules and definitions.	this effort will improve the reliability of the data published to campus	4/1/2013	10/31/2013	Annual fiscal year improvement effort on process, business rules, and data integrity/quality to: (a) support the annual report creation and (b) further the approach for a data driven reporting and repeatable process.	4	this effort will have little effect on compliance	this effort will increase the reliability and availability of data	It is estimated that the FTE effort to generate this report will be cut in half compared to last year	this effort will reduce cost associated with the production of the annual report
ORIS	BoR Prototype (I)D	this effort will modernized the existing report, making it more visual, analytical, and it will incorporate best practices and richer data	this is not a campus report per se but it is widely distributed. overall this will improve our reporting image	1/1/2011	11/30/2013	Updates to the BOR report: Definition of award, clean up of historical data for OrgCodes, Sponsors, and Budget ID. The prototype is intended to be delivered in line with the annual report effort but staggered by a month. The prototype will include a blend of OEI and DSS data visualization best practices	4	this effort will have little effect on compliance	this effort will increase the reliability and availability of data	this will greatly reduce the time and effort spent gathering data and make it more reliable. This will provide a 5 year window at a glance to the regents, in the past to get this view it would have taken an estimated 10 hours of combing through multiple reports.	this will greatly reduce the time and effort spent gathering data and make it more reliable
ORIS	HSD Solution Implementation & Support Model (ID 479)			8/1/2013	8/31/2013	Provide the resource model for the HSD solution build out and support. Create a high level implementation plan.	2	This effort is pre-work that supports the implimentation of an electronic submission system for HSD that may increase our			

								ability to adhere to compliance in review of human subjects research applications.			
ORIS	Unified Content Repository: Phase 1 (ID 67)	Will enable content storage and retrieval functionality for content administration applications ("self-service"), content display, knowledge management, search, and reporting for all OR units. Will help ORIS obsolete legacy content management systems helping reduce technology maintenance and security footprints.	Will enable structured data and higher quality meta-data for OR's digital content. This will provide enhanced filtering and audience targeting for the Researcher Portal concept.	8/15/2012	9/6/2013	Align unit content partners in a unified content strategy with system that create and maintained structured content the allows us to deliver content and communications to multiple mediums in targeted or personalized manner.	6	Unit Content Editor/Writer compliance increased due to better audibility of content because of the centralized nature of the content storage & tracking of content provenance will enhance find-ability for responsible business offices	Campus researchers will spend less time searching for necessary materials as we will increase relevancy in search results and have better navigation schemes due to both smaller content chunks and better meta-data attributes at finer-grained level than we currently have	Metrics will be measured on: ORIS Developer & QA time saved by the need for less training and less quality assurance failures ; Unit Content Editor/Writer time saved due to less duplication of content in multiple systems; Unit Content Editor/Writer time saved due to better user experience in content administration applications. (Metrics will begin to be captured with the release of the first UCR-based client application for the "HSD	* Reduction of systems operations costs as we will migrate 15 disparate content management systems into 1

									Contacts" project)	
ORIS	VIVO Phase 1 (Pilot) (ID 204)	Reduce systems and time spent aggregating researcher profile data for fostering interdisciplinary collaborations and reporting needs	Single system to manage researcher profile data instead of having to manage it across multiple systems.	9/1/2012	9/15/2013	Institutional research profile repository and discovery service leveraging internal researcher profile data with the open-source VIVO product	1	* Potential to line-up with future "SciENCV" Federal Biosketch requirements as an institutional data source	* More access for researchers to discover internal and external collaborators within their own and other fields * Institutional repository of researcher profile data to influence data standards, business processes and identity management * Increased availability of research output (publications, patents, etc) metrics for Federal reporting * Increased availability of research impact (citations, usage, collaborations) metrics for tactical & strategic planning	* Less time spent by researchers managing reputational profile data * Less time spent by researchers maintaining and generating biosketch documents
ORIS	Required Training - Phase 1: Completed Training (ID 16)	RTP will automate manual processes for HSD and ORC. This automation could reduce work effort by over 39 hours per year.	RTP will provide campus with a single location to access the research-related training completion records. rather than having to	3/7/2013		Provide the ability to display the training completion records for multiple data sources in one place.	1		SUMMARY Total Estimated Time Savings for RTP: 1. HSD = Net	

		See Metrics: Time for details.	visit multiple websites hosted by each of the compliance units. RTP aggregates the training records from the compliance units data sources into a single data base. Campus will spend less time in retrieving their research related training completion records.							Time Savings = 39 hours / year 2. ORC = Net Time Savings = 78 hours / year 3. Campus = Net Time Savings = 15.4 hours / per look up. Campus look up is typically time to renewal events or audit events.
ORIS	OAW Request for Proposal (ID 467)			7/1/2013	9/30/2013	RFP limited to IACUC and supporting IACUC Functions				