



**Resource Optimization**

**Highlights and Trends**

Between 10/1/14-12/31/14

HSD	<ul style="list-style-type: none"> <li>HSD is increasingly embracing a flexibility initiative in an effort to reduce the burden of review for researchers with non-federally funded studies. In this quarter, we provided an option for certain Minimal Risk studies to receive extended approval periods of 3 years rather than annual review. This will be a gradually implemented change, rolling out over the course of the next year at the annual review of each eligible study.</li> </ul>
ORC	<ul style="list-style-type: none"> <li>Phase 1 of the Researcher’s Guide completed: the site is now updated and prepared for Phase 2: integration into the new OR site/content management system.</li> <li>Training Grants Guidance website was improved with new JIT instructions, new bio-sketch template, new rebudgeting instructions</li> </ul>
ORIS	<ul style="list-style-type: none"> <li>Grant Runner Opportunity Expansion - Detailed and Subaward Budget (completed) - addition of the RR detailed budget and subaward budget forms enables use of Grant Runner for a wider range of opportunity types.</li> <li>MyResearch Training Transcript - Self Lookup - provides a single location to access the research related training completion records resulting in less time spent by campus units searching multiple sites for training information.</li> <li>Pre-Post Award Budget Status View/phase I - creates visibility for researchers and research administration staff to know where their grant is during the project lifecycle and will reduce the time spent making and answering inquiries as to the status.</li> </ul>
OSP	<ul style="list-style-type: none"> <li>Updated GIMS: 2, 7, 13, 21, 23, and 39 to reflect changes in federal regulations pertaining to federal funding</li> </ul>

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	Compliance	Service	Annualized Actual Time Saved	Annualized Actual Funds Saved	Category
ORC	Researcher's Guide: Phase 1 - review site, update links, prep for page overhaul	increases positive image for our unit	provides one place for policy resources, forms, links to other campus units	6/15/2014	12/15/2014	listing and categorization of policy resources, forms and links to other campus units that support proposal development, submission, management and close-out	lessens burden of research administration	TBD	.5 FTE/yr across campus		3
ORC	Training Grants Guidance website updates	increases positive image for our unit	maintains up-to-date resources	9/1/14	1/1/2015	new JIT instructions, new bio-sketch template, new rebudgeting instructions	lessens burden of research administration	TBD	.5 FTE/yr across campus		3
RAPID	OSP-Action Teams	Increased unit effectiveness.	Increased service to UW community.	8/14/2014	12/19/2014	Assist in facilitating action teams to generate actionable ideas from results of employee survey & external consultant data; work with leadership to build capacity & infrastructure including resourcing & staging	Measures of success to be determined	Measures of success to be determined	Measures of success to be determined	Measures of success to be determined	6
RAPID	ITHS/START - focus groups on trials enrollment	Partnering with research clients to move forward important work.	Better enrollment in clinical research trials.	8/1/2014	12/31/2014	Facilitate 3 focus groups of Pis and Research Coordinators to determine root causes of poor enrollment in clinical trials and determine ideas for improvement.	Measures of success to be determined	Measures of success to be determined	Measures of success to be determined	Measures of success to be determined	6
HSD	Exempt Category Expansion--Category 7	Less time needed to review studies that qualify as exempt under new category	More studies will qualify as "exempt" from the IRB review process, meaning shorter turnaround time for initial applications, no annual status reports and no required modifications for qualifying studies		5/30/2014	As a part of HSD's overall 'Flexibility Initiative', being implemented over the next year, the creation of Exempt Category 7 will increase the number of studies that qualify for exempt review	N/A	The expansion of Exempt categories allows researchers who would otherwise have to undergo IRB review to apply for a UW only category of Exempt,	<b>For Researchers:</b> 3.46 FTEs across campus <b>For HSD:</b> 1.10 FTEs	HSD	Exempt Category Expansion--Category 7

								avoiding the IRB review process.			
HSD	HSD Organizational Changes	More balanced workload for minimal risk committees will allow for reviewers to provide a better, more complete review of minimal risk studies	Faster turnaround time for minimal risk studies. Facilitates development of working relationships between administrators assigned to particular departments and researchers.		6/30/2014	HSD is dissolving one Full Board IRB (Committee C), converting those staff to a Minimal Risk committees and adding two additional Minimal Risk committees, EK and ED, in response to the observed increase in Minimal Risk workloads and turnaround times due to changes in types of research received and the office-wide effort to utilize regulatory flexibility to administer Minimal Risk review as often as possible, ensuring Full Board committee resources are only used when regulatorily required.	N/A	An increased number of Minimal Risk committees will make it easier for researchers to get their Minimal Risk studies approved, and reduce the turnaround time for reviews of each study	N/A.	HSD	HSD Organizational Changes
HSD	Modifications for Research Team Policy Change	More specific criteria for when a research team member change regulatorily requires HSD review via submitted Modification reduces unnecessary paperwork for researchers and extraneous IRB review.	Policy changes will reduce the number of necessary Modification forms required of researchers and increase time available for research activities		1/4/2014	Policy changes outline minor research team modifications which do not require IRB review	Clarification of what research changes require Modification Form submissions decreases compliance investigations relating to minor research changes	Lessened paperwork requirements for customers.	Number of Mods which included the Research Team Member changes category went from including about 606 Mods a year to about 328 Mods a year--a reduction of 54%	HSD	Modifications for Research Team Policy Change
ORIS	Researchers Making Impact: /research slide show and articles	Inform of UW research accomplishments	Inform of UW research accomplishments	3/1/14	10/9/2014	Highlight five research accomplishments for 2013; to be added to the slide panel of the research home page		Inform of UW research accomplishments			6

ORIS	Grant Runner Opportunity Expansion - Detailed and Subaward Budget		Grant Runner will be able to be used for a SF 424 opportunities that require detailed budgets for the first time, allowing users to benefit from the streamlining inherent in the system for a much wider range of opportunities types.	7/15/14	12/10/2014	Currently, Grant Runner is only usable by NIH opportunities that use SF 424 and modular budget (R01, R03, R21 primarily). By adding the RR detailed Budget and Subaward Budget forms, the Grant Runner tool can be utilized by a much wider range of opportunity types, with the goal of achieving wider efficiency gains in NIH proposal preparation.			Targets:- Reduce time to complete NIH forms that utilize detailed budget by 15%, when using Grant Runner - Increase overall Grant Runner usage by 50% in the first 6 months, and by 100% within a year after delivery		2
OSP	Change in IRB verification process	This assurance allows OSP to release funding (with restrictions) into a budget number more efficiently	This assurance reduces an administrative review hurdle for PIs and HSD			OSP and HSD worked together to eliminate a step from the IRB verification process at time of advance budget number set-up, Just-In-Time, and Time of Award		More efficient service to departments			
OSP	Enhance EGC1 questions and develop system enhancement requests for SAGE/SPAERC	n/a	to increase timeliness of campus submission of IACUC materials to OAW			Worked with Office of Animal Welfare (OAW) to enhance EGC1 questions and develop system enhancement requests for SAGE/SPAERC to increase timeliness of campus submission of IACUC materials to OAW					
OSP	Update to GIMS: 2, 7, 13, 21, 23, and 39 to reflect changes in federal regulations										

	pertaining to federal funding										
OSP	Moved Program Coordinators onto one Team in OSP	enhance standardization and cross-coverage	n/a			Moved Program Coordinators onto one Team in OSP, to enhance standardization and cross-coverage					
OSP	Formed Contracts Team	provide enhanced contract assistance to OSP staff	provide enhanced contract assistance to campus			Formed Contracts Team in order to provide enhanced contract assistance to OSP staff and campus					
OSP	Update OSP web content related to Ariba replacing PAS and what it means for Subawards	reduces ambiguity to campus and therefore inquiries as to the status of transitioning Subaward POs from PAS to Ariba	improved understanding of implications of PAS retirement for Subawards as of Nov 10th 2014 go-live.	10/2/14	12/24/14	UW's legacy Procurement system PAS is being replaced by Ariba. On November 10th 2014, Blanket Purchase orders were rolled out to campus and OSP for the purposes of requisitioning new subawards, and for receiving invoices on said subawards.		transparent record; improved collaboration and communication	none yet, still onboarding		
OSP	OSP Action Team Recommendations	culture change	n/a	9/8/14	12/17/2014	Three teams have been established to review priorities of the office identified through synthesizing the employee survey results. Each team has created problem statements and scopes of work designed to address the problem statements.			n/a		

						Recommendations were presented to Mary Lidstrom on 12/17. Next steps will be to implement the recommendations.					
OSP	adopt Subaward Module in SPAERC	dramatically improve ability to track and monitor subaward team workload and go paperless!	none yet, still adopting. In the long run, improved service levels and status transparency.	11/3/14		This project rolled out the Subaward module in SPAERC to the subaward team for the first time. Utilizing SPAERC fully allows for workload tracking and monitoring, status transparency, management reporting and ultimately automated federal reporting opportunities.					
OSP	participate in UW's Enterprise-wide Finance Modernization requirements session	represent OSPs business processes related to grant management in future systems		11/18/04	11/19/14	Following HR/P modernization, the UW will be replacing our legacy core financial systems. OSP and GCA will play appropriate roles as stakeholders in the requirements and re-engineering necessary to adopt a new system supporting grant management.					

Unit	Project Name	Unit Impact	Campus Impact	Date Completed	Date Metrics Available	Project Description	Compliance	Service	Annualized Actual Time Saved	Annualized Actual Funds Saved	Category
RAPID	OEI/RAPID First 3 Year Customer Survey	baseline to gauge progress		2/15/2014	After next survey	Survey, analysis and reporting of customer satisfaction in first 3 years of OEI (RAPID) existence		Increased customer satisfaction			6
RAPID	School of Law Library	Improved efficiencies within the department	Better service to clients	4/18/2014	TBD	Assess current staffing roles and workflow, recommend improvements to workflow & staffing		Increased customer satisfaction			6
RAPID	UW Police Department	Improved efficiencies within the department	None	4/22/2014	TBD	Eliminate paper time & leave sheets, streamline DAR/NAR reports, phase in Telestaff as the only system of record, eliminate shadow systems	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 total for 4 Sergeants	Estimated savings of \$40,800 - \$81,600 per year	6
RAPID	Wash. Sea Grant - Cont. Process Improvement/ Project Mgmt	Increased efficiency and effectiveness.	Increased service to WA State stakeholders	7/18/2014	TBD	Formed project team to create action plan, identify key drivers for work plans, design work plan to meet strategic needs, integrate use of project management materials for project planning, align work plan timeline with annual reporting timelines	TBD	TBD	TBD	TBD	6
RAPID	Wash Sea Grant - Communications	Improved communication within Washington Sea Grant unit	Improved communication processes with stakeholders throughout the State of WA	2/12/2014	9/1/2014	Assess current communication dept. processes, capacity, priorities, requirements; design and implement new processes	Measures of success to be determined	Increased customer service satisfaction	Measures of success to be determined	Measures of success to be determined	6
HSD	Standard Operating Procedures Renovation Cycle 3	Increased completeness in SOPs will help with consistency of review, and ensure that HSD staff and IRB members understand all UW policies and procedures in conducting an IRB review.	HSD SOPs offer campus transparency in the review process, as well as guidance for various aspects of the application process.	3/6/2013	FY15Q3	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. This particular cycle includes the development and implementation of new supplements for research	Addresses the audit findings from 2012	The new supplements will reduce the amount of back and forth that is necessary between researchers and review staff.	*not enough data has been collected on this supplement	TBD	

						involving drugs and devices (both FDA regulated and non- FDA regulated).					
HSD	Genetic Supplement Creation	Reduces the need for back and forth genetics information requests between the reviewer and researcher	Reduces the need for extra back and forth information requests from reviewers; clarifies up front what information researchers need to provide for genetics research review	12/1/2013	FY15Q3	Updated and clarified questions related to genetics research , moved genetics questions from the HSD website to an application supplement for researchers to include upfront with genetics applications	Updated questions are correctly aligned with policies and regulations, reducing possibility of non-compliance	Providing genetics questions in a supplement allows researchers to provide necessary information upfront rather than waiting for them to be asked by HSD staff after an application has been submitted.	*not enough data has been collected on this supplement	TBD	2
HSD	Documentation of IRB outcomes	The documentation of all regulatory and policy requirements will be standardized across HSD, ensuring compliance and consistency in documentation , and clarifying file content and structure for review	Researchers will receive more consistent communications about their IRB reviews, outcomes, and determinations, reducing the need for back and forth with review staff.	9/19/2013	Will be rolled into Compass Portfolio Project Streamline	We are designing, testing and implementing a new system to streamline and standardize the documentation of review outcomes and regulatory requirements in HSD files and in communications to researchers.	A standardized documentation system will ensure that the UW IRBs are in compliance with all Federal and state regulations and UW/HSD .policies	N/A	N/A	N/A	HSD
HSD	E-IRB Discovery Process	This planning project will allow us to arrive at optimal business processes prior to implementation of technology so as not to lengthen and complicate future	A more unified and comprehensive implementation of the new IRB review software. Less impact on review turnaround	2/4/2014	Will be rolled into Compass Portfolio metrics.	Identify gaps between new technology systems and business processes and develop a plan to address each gap.	N/A	Planning ahead to facilitate seamless technology onboarding will ease researcher's	N/A	N/A	6

		process improvement efforts after technology is fully developed and implemented	times as a result of a thoughtful and organized implementation.					effort during future technology rollout			
HSD	Incorporation of Three Year Approval Periods	With this change, very simple studies that are not Federally Funded will be eligible to be reviewed by HSD staff once every 3 years, rather than once annually. This will give staff more time to focus review time on very complex, federally funded studies.	Less time being spent submitting annual status report--for studies that qualify a status report will only be required every 3 years.	1/1/2014	FY16Q2	As a part of HSD's overall 'Flexibility Initiative' being implemented, certain Minimal Risk studies have been determined to be eligible for re-review only once every three years rather than annually. This will be rolled out over the course of the next year at the annual review of each eligible study.	N/A	The extension of review period for eligible studies allows researchers to apply for re-review of certain IRB applications only once every three years, rather than completing a status report every year.	N/A	N/A	3

**Projects in Progress - Last 3 Months**

Unit	Project Name	Unit Impact	Campus Impact	Date Launched	Projected Date Completed	Project Description	Compliance	Service	Annualized Projected Time Saved	Annualized Projected Funds Saved	Category
ORC	Training and Development Webpage	OR page that highlights/lists training	one place to look for Research Administration training	N/A	3/30/2015	new webpage centralizes variety of Research Administration training from a number of units in OR as well as GCA and MAA	N/A	TBD	TBD	TBD	6
ORC	Shared Research Facilities	N/A	easy look-up and access to recharge centers for location of facilities and equipment available for use	11/2013	6/2015	webpage that has profiles of shared services available to campus	N/A	N/A	TBD	TBD	6
ORC	Bridge Funding Database	Save staff time in preparation of metrics and reporting	Improved reporting turnaround time	1/2014	6/2015	Database for all bridge cycles from December 2006 forward	N/A	N/A	TBD	TBD	6
ORC	Bridge Funding webpage update	New layout will improve clarity reducing phone and email questions	New layout will make it easier to find needed information	10/18/2014	2/2015	New layout of the Bridge Fund Program webpage	N/A	N/A	TBD	TBD	6

ORC	Collaborative Grants Workshop	increases positive image for our unit	provides campus best practices from SMEs on development of budget and science for a multi-PI, multi-institutional grant	12/1/2014	6/2015	1/2 day workshop featuring PIs and grant administrators providing best practices on how to pull a team together, how to write a cohesive scientific narrative for multiple efforts, how to build a realistic budget	N/A	N/A	TBD	TBD	6
ORC	Limited Submissions Backend Integration	Provides success rate data on limited submission proposals	Could provide JIT data for associate deans for research on the limited submissions review committee	3/1/15	6/1/16	Proposed integration of eGC1 data into the Limited Submissions database, so that award status could be tracked for pre-proposals selected to go forward, and thus provide success rate data	N/A	N/A	TBD	TBD	1
ORC	Limited Submissions Web Matrix	Provides sponsor requirement detail to OSP, Advancement and the limited submissions review committee		1/20/15	12/31/15	OSP administrators and Advancement officers requested a matrix of known sponsors of limited submission opportunities, which would include eligibility and routing data	N/A	N/A	TBD	TBD	1
RAPID	Global WACH	If recommendations are implemented and successful, will allow Global WACH to be financial viable past 2017	Increased ability for Global WACH Faculty to be awarded grants based on affiliation with Center	8/1/2014	2/1/2015	Facilitate strategic planning process & strategic plan - confirm mission, vision, values, assess original aims, development of priorities, goals, activities, metrics, research framework, funding model, action planning & implementation plan	Measures of success to be determined	Measures of success to be determined	Measures of success to be determined	Measures of success to be determined	6
RAPID	Lean Project Management	Collaborative UW project that will yield multifaceted training program for all RAPID clients and staff.	UW training program on Lean Project Management, free and available to all faculty and staff.	9/24/2014	TBD	Partner with OE to hire curriculum developer to design LPM in classroom training and webinars, begin parallel design of online offering as soon as early modules are designed.	Measures of success to be determined	Measures of success to be determined	Measures of success to be determined	Measures of success to be determined	6
RAPID	College of Education Academic Planning Process	Reliable curriculum plan, increased ability to effectively budget and plan, streamlined, efficient new process with reduced staff time, handoffs, errors, and total process time	course predictability, streamlined process, increasing student satisfaction with process	10/23/2014	3/2/2015	Assess, design and implement curriculum planning process		Increased student satisfaction, more efficient process	Increased Capacity across CoE admin staff		6

RAPID	KRP- Now Kenyan Research and Training Center (KRTC)	Formal structure and funding model	Improved ability to obtain funding, improved infrastructure and operations	5/1/2014	TBD	Work with KRP leadership team to develop mission, vision and strategic goals, facilitate discussions on resource requirements, governance structure and funding plan. Develop Program Proposal			more efficient and effective operations	Increased research funding	6
RAPID	EH&S Retreat and SMT Strategic Development Planning	Reboot and re focus strategic initiatives and efforts. Increased awareness of cost structure, core services, and resource allocation	Increased cost efficiency and service effectiveness	7/15/2014	TBD	Build infrastructure for PPMG for EH&S including formation of the Project Prioritization Management Group, meeting schedule. Bridge the gap for managers and staff between their project work this past year and the EH&S strategic plan, develop strategic focus for continuing the strategic plan into 2017, create list of all current and planned projects and improvement efforts across EH&S	Measures of success to be determined	Measures of success to be determined	Measures of success to be determined	Measures of success to be determined	6
RAPID	RAPID website revision	easier use & upgrading by RAPID	increased user satisfaction	6/24/2014	TBD	Upgrade tools & rebrand tools & website		increased customer satisfaction from more intuitive website			6
RAPID	ORIS Organizational Design- strategic operational framework creation and implementation	Increased effectiveness of ORIS leadership team. Increased unit effectiveness. Position unit for future success.	Better service to UW stakeholders.	11/7/2014	TBD	Assist ORIS leadership team to create and deploy mechanisms to drive infrastructure improvement, adoption, and sustainability of strategic operational framework which includes enterprise alignment and transitioning to new tools.	Measures of success to be determined	Measures of success to be determined	Measures of success to be determined	Measures of success to be determined	
RAPID	Rec Sports	Strategic alignment to UW and increased service to customers.	Increased service to UW community.	8/12/2014	4/5/2015	Facilitate strategic planning process & strategic plan - mission, vision, values, environmental analysis, data collection & analysis, development of priorities, goals, activities, metrics, action planning & implementation of plan	Measures of success to be determined	Measures of success to be determined	Measures of success to be determined	Measures of success to be determined	

HSD	External IRB Review Process	Streamlining of the external IRB review process will reduce bottlenecks and confusion between the UW IRB and other regulatory offices involved in the process. This process is also being completed with future technology changes in mind, planning ahead for seamless technology onboarding.	Ease of complexity for external IRB review and possibly reduced turnaround times for the overall external IRB review process	12/1/2014	8/1/2015	Redirect external review process to remove unnecessary back and forth between UW IRB, external regulatory offices, and the research community	N/A	Redirect external review process to remove unnecessary back and forth between UW IRB, external regulatory offices, and the research community. This process is also being completed with future technology changes in mind, planning ahead for seamless technology onboarding.	TBD	TBD	2
ORIS	Standardize SAGE Suite system documentation tools	Save ORIS time by making the user guide easier to maintain.	Save time for system users by allowing them to search help content.			We currently have system documentation in significantly different structures in two versions of Drupal. We want to have a unified structure for the users, with a consistent way for us to maintain the content.		Improve service to campus by providing better help documentation.	N/A	N/A	2
ORIS	SAGE Suite Production Server Upgrade	Will allow for faster implementation of product enhancements	Will allow for faster implementation of product enhancements		1/15/2015	Upgrade SAGE Production boxes to reduce development costs.			N/A	N/A	6
ORIS	Learning Registration Tool for OR and OR units	Ability to present courses in variety of ways and allow customization providing an interactive, functional website	Facilitate finding training opportunities researchers and research administrators need in one central location; provide automation		4/1/2015	New functionality: Event driven communication/alert, Administrative tools, generating custom documents (evaluation survey, sign-in sheets, etc.)		An improved registration tool and publication of our learning offerings allows for a streamlined experience for researchers	N/A	N/A	6

			opportunities for sign up, evaluations, etc.					and research administrators . Also, a centralized site for learning allows them to find the courses they need, faster, improving our service to campus. We will be able to present courses in a number of ways, calendar, list and topic, so that users can choose how they find their courses, and we can customize a more interactive and functional website with these capabilities.			
ORIS	FIDS Refresh pending Business (formerly PHS Def)	Will minimize risk of an audit finding by having the FIDS system match University policy.	Investigators will have all SFI required to be included on a disclosure included.	5/16/2014		Update FIDS system to match the GIM 10 definition of PHS Investigator.	Reduced risk of an audit finding.	Reviewers will have visibility to an Investigator's PHS Investigator status and status history.	tbd	N/A	6
ORIS	Central learning webpage for OR and OR units	One website for all OR unit training	One website for all OR unit training		4/1/2015	An integrated approach for OR training; will result in a new OR Website		Ease of locating training	tbd	N/A	6
ORIS	Web Analytics Strategy	Reduction in ORIS time spent in providing customized web analytics	Provide easy way to get analytical data and to understand how to interpret the data	1/2/2014		Provide access to web analytics data needed with an easily understandable way of interpreting the data			tbd		6

ORIS	2014 Annual Report - online	Inform of UW research statistics	Inform of UW research statistics			Create a Status and Ranking pdf from the 08/31/14 Annual Report that is available online.		Inform of UW research statistics	tbd		6
ORIS	Pre- Post-Award Budget Status View/Phase I	Reduce time spent on answering inquiries from researchers and research administrators regarding status of grants during the project lifecycle	Allow researchers and research administrators visibility as to where their grant is during the lifecycle of the grant	4/1/2014	6/30/2015	Researchers and Research Administrators are lacking clear information and visibility into what is happening to their project during the award lifecycle. This causes increased phone calls and emails between campus, OSP, and GCA. There are existing reports available to inform users what is going on but these tools lack the details necessary to provide administrators with timelines, turnaround times, details of what is needed to be done to move their project through the pipeline. The lack of visibility causes unnecessary churn and phone calls that derail all parties from getting their work accomplished.					6
ORIS	eIRB Infrastructure Assessment	Will improve submission and review process for HSD	Eliminates paper submission, increases security, improves submission quality, increases transparency, process of review of submission streamlined, immediate access to documents by researcher and research staff	7/1/2014		This is one of the projects in the HSD eIRB program. Implementation of new electronic submission system to replace out of date, unstable system.	Not applicable.		tbd		6
ORIS	Competing Proposal Turnaround report	Improved monitoring of proposal review protocols, with goal of improving turn around times for proposal review and routine	Improved proposal review turn-around times by OSP, and a more consistent experience with	7/9/2014		Create a report that can be pulled by OSP Management at any time for post-implementation review of adoption of standard use of criteria and procedures.	Risk of missing deadlines	Improve consistency in service to campus.	TBD	TBD	2

		adherence to newly established proposal review guidelines.	regard to proposals reviews								
ORIS	EH&S Annual Health Assessment	This will streamline the current paperbase system.	Nurses and/or applicants can create user profile and submit online application. Nurses are able to review application, generate electronic notifications, create reports and downloads as needed	10/5/2014	Summer Quarter 2015	New tool to capture Annual Health Assessment information for EH&S.					6
ORIS	Research Centers: View all		Ease of finding list of all centers and institutes		2/27/2015	View all option for centers and institutes page: <a href="http://www.washington.edu/research/centers/">www.washington.edu/research/centers/</a>			Will reduce time needed to deliver SAGE projects by eliminating overhead caused by being on old technology.		6
ORIS	OAW eIACUC System		Provides modern on line system, reduces errors, creates transparency, and streamlines integration between departments			Update of OAW legacy protocol management system			One central learning registration tool with automation for emails, waitlists, signup sheets, electronic evaluations streamlines staff effort managing course logistics. Time savings quantitative measure pending.		3
ORIS	SQL 2014 Migration	Availability of new reporting solutions and features.	Better infrastructure to enable more robust reporting	12/1/2014	7/1/2015	Build new SQL 2014 Infrastructure and migrate existing databases and solutions.					2
ORIS	Host new RAPID training	Reduction in cost of hosting fee for RAPID	Allow campus access to RAPID courses for organizational improvement	11/1/2014	4/27/2015	RAPID provides organizational effectiveness training for UW research units and educational units engaged in research. ORIS needs to host a Lean					6

						training that is developed by RAPID and OE.					
ORIS	Group lookup of Training Records		Ability to look up training records by group			Provide method for units to look up training records by groups					6
ORIS	Federal Reporting Program Phase 3	Greatly reduce time and energy necessary to produce a standard, required external report. Greatly improve the quality and repeatability of the report while make the data available for other uses and analysis	Provide a new report/output to campus that provides rule based repeatable data	8/1/2014	4/30/2015	Hoping to accomplish line out outputs					6
ORIS	DevOps: Automation & Configuration Management	Automated environment configuration will provide stability, consistency, and streamlined development operations, resulting in quicker delivery of software.	Automated environment configuration will provide stability, consistency, and streamlined development operations, resulting in quicker delivery of software.	10/1/2014	4/30/2015	Implement a cross-platform configuration management solution for application hosting environments.					6
ORIS	ORIS systems integrations to Workday (HR/P modernization system)	No interruption of service with any ORIS product affected by implementation of Workday	No interruption of service with any ORIS product affected by implementation of Workday	11/3/2014	6/30/2015	Discover and define where Workday implementation will impact ORIS products to seamless upgrade/integrate ORIS products so there is no interruption of service to the UW research community					3
ORIS	Subaward Volume Report	OSP subaward management will have added visibility to the pending subs and their aging, to identify early problems in processing of subawards and to load balance the pending subs amongst available staff.	Improved subaward turn-around times by OSP.	1/20/2015		To develop a report which can be used to manage workload and inform management on the status of action items in subawards team, to drive service level agreements and business rules that promote automation		Enables data driven decision making for service levels and appropriate workloads per administrator/analyst.	Improve turnaround time by reducing ambiguity. This report will help establish the initial baseline. Targets for improvement will be set thereafter.		6
ORIS	Browser Support Service Implementation	Improve OR Unit experience with SAGE Suite, Research Website	Improve campus experience with SAGE Suite,			Implement a browser support service.		Improve user experience with SAGE			6

		and Portal by ensuring alignment between which browsers we are developing our products for, the browsers included in the standard build we are installing on workstations and the guidance we are giving to our users on which browsers to use.	Research Website and Portal by ensuring alignment between which browsers we are developing our products for and the guidance we are giving to our users on which browsers to use.					Suite, Research Website and Portal			
ORIS	MyResearch Training Transcript - Self Lookup	RTP will automate manual processes for HSD and ORC. This automation could reduce work effort by over 39 hours per years. See Metrics: Time for details.	RTP will provide campus with a single location to access the research-related training completion records. rather than having to 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.	3/7/2013	41898	Provide the ability to display the training completion records for multiple data sources in one place.					6
ORIS	VIVO Pilot	Reduces reliance on central office to provide information or bridge gaps regarding missing information	Provide a cost effective modern profile system for researchers and give easier access to publications and collaboration opportunities	2/19/2014	Spring Quarter 2015	Proof of concept of a platform which will host profiles for the research community from research organizations to individual researchers. Will allow future integrations with other common tools in higher education and sponsor agencies.					6

ORIS	MyResearch Portal	Reduce number of inquiries from researchers and research administrators	Ease of finding information needed to manage grants and awards throughout lifecycle		3/10/2015	One place where applications needed by researchers or research community will co-exist			Estimated 50 hours per year saved due to the new features available for developing reporting solutions, and the decrease in support effort required to support the latest version of MS SQL.		6
ORIS	SAGE Suite Production Server Upgrade	Will allow for faster implementation of product enhancements	Will allow for faster implementation of product enhancements		1/15/2015	Upgrade SAGE Production boxes to reduce development costs.					6
OSP	OSP Action Team Recommendation Implementation analysis and planning	culture change	N/A	Dec-14		The OSP Action Teams have drafted recommendations in three main areas: Leadership, Communications and Training & Development. These three teams have unique scopes of work that must be synthesized, planned and resourced in order to be implemented OSP-wide.	This list may potentially produce more consistent understanding of compliance with sponsor or federal requirements.	N/A	N/A		2
OSP	What Belongs in OSP, phase 2	Clarity in the kind of documents that are signed and processed by OSP	Clarity in the kind of documents that are signed and processed by OSP and where to	Jan-15		Identify which documents for which sponsored program related transactions should be processed by OSP. o If not by OSP then by whom? o If yes then establish intake process and knowledge base for handling those actions.	To make sure that all documents are signed and processed by appropriate offices	More clarity will allow OSP to provide better service	N/A	N/A	
OSP	ARIBA Adoption	added the responsibility	learning a new	Nov-14	Aug-15	adoption of new technology	N/A		none yet,still	N/A	

	and PAS PO Migration	to manually migrate all PAS POs for subawards to Ariba BPOs. Work closely and educate campus on using Ariba for subawards. Work closely with subrecipients on using Ariba for invoicing.	system for requesting subawards and receiving invoices			(Ariba) for the intake and invoice payment portions of the subaward lifecycle; migrating > 1000 active subawarrd POs into Ariba BPOs; supporting campus.			onboaring		
OSP	Subaward SPAERC Configurations	enables workload tracking and management reporting	enables status reporting	Jan-15	Mar-15	Significant features developed and delivered for usability and improved function of the subaward module following it's adoption in October 14.		enables status reporting to campus	tbd	N/A	
OSP	OR Web Uplift	improved knowledge base for campus; reduces ambiguity	improved knowledge base for campus; reduces ambiguity	Apr-15							
OSP	FA process improvements, phase 3	Decrease the number of times FAs are sent to OSP	Faster turn-around time in processing FAs	Dec-14		Clarify roles and responsibilities in processing fiscal aspects of an FA	n/a	faster processing of FAs	tbd		
OSP	ARIBA for Subawards classroom training	decrease question from campus by providing in person, hands-on training	improved understading and adoption of new technology	Feb-15	Mar-15	Develop and deliver customized training on using Ariba for requesting subawards and receiving invoices.			tbd		