

## **Q&A Session for Post-Award Requirements for an S10 Grant**

### **FAQs**

**Thursday, September 26, 2024**

**1:00 p.m. – 3:00 p.m.**

---

**Q:** What is the best way to track submitted and secured grants that have used an S10 instrument to generate preliminary data?

**A:** The S10 principal investigator (PI) can encourage pilot projects and maintain communications with users to keep track of submitted and secured grants. For users who do not share this information, grants may be tracked via an institution's Office of Sponsored Research.

---

**Q:** Have you found challenges in sustaining maximized usage of an S10 instrument, and how do you promote instrument usage at your institution?

**A:** Maintaining service contracts helps keep instruments active, as does advertising the instruments. In some areas, websites may collect information about local core facilities and the available instruments.

---

**Q:** Is a no-cost extension (NCE) allowed?

**A:** Yes.

---

**Q:** How does an NCE impact the Final Research Performance Progress Report (FRPPR) schedule?

**A:** An S10 grant has a 1-year budget period by default. An NCE will extend the S10 budget period, typically by a year. A second NCE, with strong justification, may be approved. A third NCE is extremely difficult to approve, as most initially proposed projects are no longer able to be supported.

---

**Q:** Will a checklist of required documents be provided? What reports need to be submitted for an S10 grant?

**A:** The 5-year oversight requirement for an S10 award mandates an FRPPR and four additional annual usage reports. When an S10 report is requested, an email will provide instructions on accessing the S10 Reports system. The system provides detailed and intuitive information about the requirements.

---

**Q:** We have just installed the instrument, and the vendor is still evaluating it to make sure that the instrument is performing as expected. What should I include in my first Annual Usage Report (AUR1), as the instrument is not yet used for collecting research data?

**A:** If the instrument is still within the original budget period, then an NCE may be needed. If it has passed FRPPR, please follow the instructions on the AUR1 page of the S10 Reports system.

---

**Q:** When are the first FRPPR report and AUR1 due? Is it 12 months after use of the newly purchased instruments begins?

**A:** By default, the FRPPR period is due at the end of the first year after receiving notice of award (NoA). If the system cannot be installed and fully tested, an NCE should be requested. AUR1 is due 1 year after the budget period ends (i.e., the NoA ending date).

---

**Q:** What should be included in the Advisory Committee report for the FRPPR versus the Annual Usage Reports (AURs)?

**A:** For research grants, the FRPPR is submitted at the end of the project, but for S10 projects, it is submitted at the end of the first year. The FRPPR should list challenges and lessons learned related to both installation and operation of the instrument. The Outcomes field will be publicly available and should report that the instrument is successfully installed, functional, and ready to support research, as well as outline what kind of research will benefit from the instrument. Any research highlights also can be included. AURs should focus on the impact of the instrument and can include health advances, publications, or other research-supporting or outreach activities conducted by the institution to maximize use of the instrument.

---

**Q:** Is the Advisory Committee required to have a meeting prior to the FRPPR (if the instrument installation just finished during the award's first year)?

**A:** An Advisory Committee meeting is expected to take place before the instrument is fully used to support research.

---

**Q:** How often should we get the evaluation from the Advisory Committee?

**A:** Different types of instruments, workloads, and facility settings all can contribute to the needs of the Advisory Committee meetings. The frequency and format should be discussed and decided by the Advisory Committee.

---

**Q:** Is it okay to get a different user base than the ones that were listed as major and minor users?

**A:** S10 instrument users and projects are expected to change during the 5-year NIH oversight period. New users and projects are highly encouraged.

---

**Q:** How does one effectively manage S10 grant citations for a research core with many users and multiple S10 awards?

**A:** Remind users to acknowledge S10 grants in all communications between the investigators and core laboratory staff, especially when sending data.

---

**Q:** What are some dissemination options for large data sets?

**A:** For very large data sets, remote interaction through Neuroglancer or similar software allows the data to be used without downloading. Medium or large data sets can be shared using data-sharing software such as OneDrive or Globus, which are free to academic institutions. Some institutions have their own servers that can support sharing between users, and many projects require data to be uploaded to a specific repository for publication.

---

**Q:** Can the institution change the vendor of the instrument (with the same or similar function)?

**A:** The instrument can be changed, but advance approval must be obtained from NIH and certain factors must be considered. The best time to do so is during the Just-in-Time period as delaying the installation of the equipment will delay availability for many users. The instrument can be from a different vendor, but the newly selected instrument must meet the needs of all users.

---

**Q:** What do we do when the instrument becomes obsolete within 2 years of installation? How do we report the usage, which has not materialized?

**A:** Discuss this with the Advisory Committee and institution seeking an instrument upgrade. S10 programs support the purchase of state-of-the-art instruments. Explain in the report why the instrument is obsolete so soon after the purchase. Discuss with the program officer about applying for an S10 award for instrument upgrade.

---

**Q:** Can you clarify whether the AUR requires a list of publications, like a standard Research Performance Progress Report for research grants?

**A:** Publications properly acknowledging S10 grants are listed by the S10 Reports system. Therefore, we do not require S10 PIs to provide a list of these publications. However, S10 PIs are encouraged to provide a list of conference abstracts, pre-prints, and papers that did not properly acknowledge S10 grants.

---

**Q:** Can you include citations in your AUR if the grant number was not cited?

**A:** Yes. Senior authors (i.e., project PIs) should be asked to acknowledge the S10 grant using the [My NCBI](#) approach.

---

**Q:** Can ORIP develop its own data repository site for depositing raw data, such as mass spectrometry data?

**A:** ORIP currently does not have the resources to support a data repository.

---

**Q:** How can training grants fit into advertisement and training goals for instruments?

**A:** Training grant programs are appropriate ways to advertise the availability of instruments. PIs of training programs, such as the T32 program, can promote use of the instruments, and trainees can add to their skill set by learning to use modern S10 instruments. Postdoctoral training grant awardees often have small budgets and can learn how to budget for core users.

---

**Q:** Does the instrument Schedule Management, Access Requesting and Tracking (iSMART) system connect with commercial software, or is it meant to replace commercial software?

**A:** iSMART was built in house to support institutions that do not have access to expensive commercial scheduling software. It currently does not connect with any commercial software or communicate with any other systems; however, one feature allows users to upload an Excel file of data to the system.

---

**Q:** Does iSMART run parallel to other management software for cores?

**A:** Because the systems do not communicate, running two kinds of software may result in duplicated efforts.

---

**Q:** We are currently using iLab to run a large core. Would you suggest switching to iSMART to manage scheduling and instrument usage?

**A:** The iSMART system saves work on the S10 Reports site, but the best decision for each core will depend on its specific requirements. iSMART also can be used to manage non-S10 instruments, which could help institutions with multiple instruments to manage them more easily. However, iSMART does not have as many functionalities as iLab, so the programs should be compared before deciding which to use.

---

**Q:** As PI of an S10 grant, is there a way I can give access to the reporting system to others, such as the director of the imaging facility?

**A:** An S10 PI can designate another person (who has an eRA Commons PI account) to receive access to the S10 Reports system.

---

**Q:** Is iSMART required?

**A:** No, but iSMART is useful especially for institutions that do not have access to other, more expensive tools, such as iLab.

---

**Q:** Can the time be adjusted after the appointment occurs when users need more or less time than what they booked?

**A:** The time can be canceled, and new time can be requested. A feature in development will support adjustments to past times. iSMART is very flexible, although user familiarity is needed.

---

**Q:** Should each individual user—such as a student—be added to iSMART, or should users be listed in PI groups or as major and minor users?

**A:** Anyone who has the responsibility to request time on the instrument can be added to iSMART. A feature is in development that would allow individuals delegated by major or minor users to request time.

---

**Q:** As the core manager, I am the one maintaining and managing the S10 equipment, but I am not the PI on the S10 grant. How do I access and use the iSMART software?

**A:** An S10 PI can designate or delegate the core manager as the system administrator, allowing them to perform all tasks the same as the PI. After the delegation is complete, you will have the same access as the S10 PI.

---

**Q:** Can you clarify who at the institution would be able to have access to the iSMART program and how access is managed?

**A:** The S10 PIs (and their delegates) have full access to the iSMART system. They can give anyone access to the system for booking instrument usage.

---

**Q:** Can general users book time via iSMART? Are there any account requirements?

**A:** Anyone can book instrument time via iSMART. It is very flexible. S10 PIs, their delegates, and authorized project PIs can give access to other general users.

---

**Q:** Is there a way to prioritize scheduling for major users versus minor users versus occasional additional users?

**A:** Currently, there is no function to stratify user access by user type. S10 PIs can block (i.e., reserve) times for special usages, which may be converted to this purpose.

---

**Q:** If the PI has multiple grants, how easy is it to assign a particular grant for each specific study/experiment?

**A:** The S10 Reports system lists projects by grant number, which populates iSMART. Users can associate each individual project easily.

---

**Q:** Is this available to colleagues who do not have an S10 award?

**A:** The project has been started with S10 PIs. At this time, non-S10 instrument PIs cannot access iSMART. An S10 PI could help a non-S10 PI add their instrument to the system.

---

**Q:** If the instrument breaks down and requires repair, can the manager use iSMART to inform all users that the instrument is down and that rescheduling is required?

**A:** Yes. There will be a place for S10 PIs to post instrument-specific announcements.

---

**Q:** Will the iSMART system still be available for use after the 5-year S10 period is over?

**A:** Yes. ORIP also will offer longer versions of software and user training sessions in the future.