



Family Medicine Research Unit Monthly Meeting November 2025

Recently Submitted Proposals

PI	Title	Sponsor	Prime Sponsor	Program Type	Project Begin Date	Project End Date
Sur, Denise	UCLA Family Medicine Residency CalMed Force Grant (26-27)	Physicians for a Healthy California	-	Training	07/01/2026	06/30/2029
Meza, Julio	UCLA Addiction Medicine Fellowship CalMed Force Grant (26-27)	Physicians for a Healthy California	-	Training	07/01/2026	06/30/2027
Goldman, Joshua Timothy	UCLA Sports Medicine Program CalMedForce Grant (26-27)	Physicians for a Healthy California		Training	07/01/2026	06/30/2027
Li, Michael Jonathan	A smartphone contingency management intervention to reinforce the naloxone cascade: A randomized controlled trial		NIH-NIDA	Clinical Research	07/01/2026	06/30/2031
Burbank, Kimberly	Effects of Magnesium L-Threonate on Sleep, Recovery, and Athletic Performance in Collegiate Athletes	AMERICAN MEDICAL SOCIETY FOR SPORTS MEDICINE (AMSSM)		Clinical Research	01/01/2026	12/31/2026
Gusoff, Geoffrey	Identifying Facilitators and Inhibitors of Effective Board Participation by Caregivers at Home Care Cooperatives	Cooperative Development Foundation		Other Org Research	11/15/2025	11/14/2026

Recently Processed Awards

PI	Award Title	Sponsor	Prime Sponsor	Program Type	Action Type
Moreno, Gerardo	UCLA Underrepresented in Medicine - Center of Excellence	DHHS-HRSA Health Resources and Services Administration	-	Public Service	Continuation
Tarn, Derjung Mimi	Los Angeles Maternal Mental Health Access (LAMMHA) – Phase 2	UNIVERSITY OF WASHINGTON	CALIFORNIA HEALTHCARE FOUNDATION	Other Org Research	Continuation
Shoptaw, Steven J	NIDA Clinical Trials Network: Big South/West Node	University of Texas-Southwestern Medical Center at Dallas	NIH-NIDA National Institute on Drug Abuse	Clinical Research	Modification/Amendment
Johnson, Micah	Examining the Stress Process of Recovery and Engagement in Substances and Service Outcomes (ESPRESSO)	NIH-NIDA National Institute on Drug Abuse	-	Training	Modification/Amendment
Johnson, Micah	Scientific Training in Addiction Research Techniques (START) for Gifted Future Investigators	NIH-NIDA National Institute on Drug Abuse	-	Research Training	Modification/Amendment

Department and Campus Announcements

Upcoming Holidays



VETERANS DAY TUESDAY, NOV. 11TH

Biweekly Employees: All adjustments or missing time must be entered in HBS notes by 2pm on Friday 11/7. You must review and complete your timesheet no later than 9am on Monday, 11/10.

Supervisors: Ensure that all modifications are completed and approved by 10am on Monday 11/10.

Any modifications made after 12pm on Monday 11/10 will not be considered and will need to be updated/processed on the next payroll cycle.

Upcoming Holidays

THANKSGIVING
THU - FRI, NOV 27-28



Upcoming Holidays

WINTER CLOSURE

WEDNESDAY, DEC 24, 2025, THROUGH FRIDAY, JAN 2, 2026

- Four paid holidays (Dec 24, 25 and 31 and Jan 1)
- Four NOT paid holidays (Dec 26, 29, 30 and Jan. 2)
 - Eligible employees may use vacation days in advance of their actual accrual.
 - Newly hired employees, represented and policy-covered employees, may use their vacation accruals during the curtailment before acquiring six continuous months on pay status.
 - Employees with accrued compensatory time may elect to use it to cover the four days off or to offset the use of vacation time.
 - Employees who do not wish to use vacation/comp time may request leave without pay for the four working days based on departmental approval.

Open Enrollment

alex[®] can help you pick a medical plan fast.

Open Enrollment ends at 5:00 pm on Friday, Nov 21. If you need to make any changes or re-enroll (FSA, Dep Care) please make sure to do so on UCPath before the deadline.

For more information regarding open enrollment please visit the open enrollment website <https://ucnet.universityofcalifornia.edu/oe/> and check out **ALEX** — a personal benefits counselor available 24/7 on your computer, phone or tablet

Flu Shot Compliance

All UCLA Health personnel are required to comply with the UCLA Health influenza vaccination policy.

To comply, you must complete the [Employee Flu Questionnaire](#), which was due November 1.



No Grand Rounds for November or December 2025

Join us January 26, 2026
for next year's series



We will be
Closed
for the
Holidays

START Conference and *On Sight* Performance



Scientific Training in Addiction Research Techniques (START) Conference and *On Sight* Performance



December 5, 2025



Featuring 14 scholars presenting findings from the Adolescent Brain Cognitive Development (ABCD) study, join us as we explore adolescent brain development, substance use, and behavioral health. And then rejoin us in the evening for a special performance of “On Sight,” a live behavioral-health intervention and comedy special featuring Family Medicine faculty member Dr. Micah Johnson. Through laughter, honesty, and reflection, audiences gain practical tools for calming intense emotions and managing conflict in real life.

11:00am-4:30pm: START Conference
UCLA Faculty Club (lunch will be provided)
No RSVP required

7:00pm: Doors open for premium seating for “On Sight” performance
UCLA Lani Hall Theater



RSVP for On Sight
<https://tinyurl.com/OnSightLani>
Free Admission

UCLA

Updates for Department Newsletter



Please send any updates for the department newsletter to Tiffany De La Cruz and Denise Acelar. This includes:

- Recent publications
- Newly funded research projects
- Academic or research achievements/announcements
- Other news you would like to share with the department

Photos are welcome!

Transition from Oppenheimer to CHS - TOURS



- Tour of new space:
 - Wed, Nov 12
 - Wed, Nov 19
 - Please [let us know](#) which date/times you can attend

Transition from Oppenheimer to CHS - TIMELINE

- **November:** phones, e-waste, shredding/recycling/trash, removing items from walls
- **December:** packing, removing, plan to shift to CHS after holidays
- **January:** furniture, donations
- Out by Feb 7, 2026



Transition from Oppenheimer to CHS - SUPPLIES

- We have an ever-growing pile of supplies in the cubicle area of Oppy
- If you or your team can utilize anything, please help yourself
- If you have supplies (that are new or like-new condition) that you want to donate, please add them to the collection and sort by type
- Plan A: add some to CHS supply room
- Plan B: share with colleagues in Peds
- Plan C: donate or trash



Transition from Oppenheimer to CHS - MAIL

- Please curate your existing mail
 - Unsubscribe from lists you are no longer interested in
 - Update mailing address to home address if you will not be at CHS regularly
 - Update mailing address to CHS address only if you will be regularly on-site
- New CHS Mailing address:

UCLA Department of Family Medicine
10833 Le Conte Ave., 50-080 CHS
Los Angeles, CA 90095
Mail Code 168318
Admin Code 155000



Transition from Oppenheimer to CHS - PHONES

- Convert or Cancel? Let us know
- Convert: Jabber (temporarily); BruinVoice/ Zoom Phone (long-term, roll-out March 2026)
- Update Laura and Felicia ASAP



Potential Shared Research Assistant/CRC

- The Department is considering assigning an existing employee as a CRC/Research Assistant Floater
- This person would be available to assist PI's with various tasks related to their research projects for a set number of hours per week, in exchange for the PI covering an equivalent portion of their salary/benefits
- Purpose: to assist during hiring freeze, to provide part-time help to PI's who may not need a FT or long-term employee, to provide quick assistance without the need for posting/interviewing/hiring, etc.
- **Faculty: If you are interested, please complete this very short [survey](#)**

NIH and Other C&G Updates

Previously Suspended NIH Grants at UCLA

- July 31, 2025 – The federal administration suspended hundreds of NSF and NIH research grants at UCLA. Our department had one award impacted by this suspension
- August 12, 2025 – Federal judge rules that the indefinite NSF suspensions violate a prior injunction and therefore orders NSF to reinstate their grants. This only applies to NSF; the NIH suspensions remained in effect

SCIENCEINSIDER | FUNDING

NSF and NIH suspend grants to UCLA

Move follows Trump administration finding that school didn't effectively combat antisemitism

1 AUG 2025 • 1:55 PM ET • BY DANIEL GARISTO

Previously Suspended NIH Grants at UCLA

September 23, 2025 – Same Federal judge ordered lifting of suspension for NIH awards

September 24, 2025 – NIH complied, reinstating suspended awards, including the one in our department

SCIENCEINSIDER | SCIENTIFIC COMMUNITY

U.S. court orders NIH to restore killed grants to California researchers

Judge says district court is proper forum to protest mass grant terminations

23 SEP 2025 • 3:20 PM ET • BY [JEFFREY MERVIS](#)

ADVANCING NIH'S MISSION THROUGH A **UNIFIED STRATEGY**

Funding Priorities noted in NIH Director's [Statement](#) on August 15, 2025

Training future
biomedical scientists

Replication and
reproducibility

Real-world data
platform

Artificial intelligence

Nutrition

Furthering our
understanding of
autism

Alternative testing
models

Promoting research
focused on
scientifically valid,
measurable health
outcomes

Shifting to solution-
oriented approaches
in health disparities
research

Improving oversight
of NIH funds going to
foreign research
institutions

Ensuring evidence-
based health care for
children and
teenagers identifying
as transgender

Implementing
advances in
HIV/AIDS research

Zoom In on NIH Priorities

- Training future biomedical scientists
 - Programs should be based on merit, follow civil rights law, and not discriminate against anyone
- Alternative testing models
 - NIH is establishing the Office of Research Innovation, Validation, and Application ... to develop, validate, and scale the use of human-biology-based new approach methodologies (NAMs) to complement animal models and enhance investigations
 - This office will coordinate with NIH institutes, centers, and offices to explore and prioritize ways to reduce our reliance on animal testing to advance technologies that improve translation to humans

Zoom In on NIH Priorities

- Promoting research focused on scientifically valid, measurable health outcomes
 - NIH will continue to support research that advances the health of all Americans, regardless of their age, race, ethnicity, sex, sexual orientation, or other characteristics
 - Must consider both individual and external factors that influence health outcomes, guided by the needs of the specific research question
 - Some relevant personal characteristics may include demographic indicators such as race and sex, while some contextual factors, like environmental exposures and socioeconomic conditions (e.g., poverty), may also be scientifically significant
 - Any distinctions made in study design must be directly relevant to the health outcomes under investigation
 - Research based on ideologies that promote differential treatment of people based on race or ethnicity, rely on poorly defined concepts or on unfalsifiable theories, does not follow the principles of gold-standard science

Zoom In on NIH Priorities

- **Improving oversight of NIH funds going to foreign research institutions**
 - The NIH will continue to support research collaborations with institutions and scientists outside the U.S, but ...
 - Consider whether there is a scientific justification for conducting a research program at a foreign site rather than a domestic one. The NIH prefers the latter over the former when scientifically justified
 - Also consider whether each project involving foreign collaboration will likely lead to better health for Americans, since American taxpayers fund NIH research
 - Foreign institutions receiving funds for work on a funded project will be considered independent awards linked to the parent project
- **Also see NIH Directors Statement August 15, 2025, [Maximizing and Safeguarding NIH's Investment in Foreign Collaborations](#)**
 - NIH is not a foreign aid organization and support of international research should deliver both scientific and taxpayer value

ACTIVE FEDERAL AWARDS

Government Shutdown



Funded activities under currently active federal awards can continue as long as there is no specific agency approval required by the terms of award to proceed with a project task, or no notice from the awarding agency that specifically orders a work stoppage



Notify OCGA immediately if you receive a stop-work notice

Expenses incurred during a Stop Work period are NOT reimbursable until a written notice to resume work is received



Agencies are unlikely to issue new notices, awards, or other actions during the shutdown



The Council on Governmental Relations (COGR) is maintaining a [webpage](#) with links to agency specific shutdown guidance

FEDERAL PROPOSALS

Government Shutdown



Proposal preparation systems are expected to still be online during a shutdown



Proposals will not be processed by agencies until normal operations resume



Grants.gov Contact Center is currently open



The UCLA S2S Grants (Cayuse) system will remain available for proposal preparation and submission



Resource: [COGR](#)

OTHER

Federal Government Shutdown



Reporting: PIs should continue to meet all deadlines set forth in their awards and should be able to submit annual and final project reports and Project Outcomes Reports



Individuals working at a federal agency on an IPA agreement should immediately contact the agency to determine next steps



Peer reviews/study sections are not expected to meet



Resource: [COGR](#)

New NIH International Collaboration Structure

Effective Jan 25, 2026

Key Change

Foreign subawards are eliminated. International collaborations must now be structured as **independent subprojects** with separate awards.

✗ OLD: Foreign Subaward

Single award with foreign subaward component

✓ NEW: Linked Awards

Separate domestic (PF5/UF5) and foreign (RF2/UL2) awards

New NIH International Collaboration Structure

Application Requirements

- Use new multi-project funding opportunity (expected by Nov 25, 2025)
- Designate distinct PIs for domestic and each international component
- Foreign organizations must provide letter of support confirming recipient role
- Prime applicant MUST be domestic organization

Review Process

Reviewed as whole project with Overall Impact score plus comments on each component

Award Structure

Separate grant numbers visible in RePORTER with distinct payment accounts

NIH GRANTS: OBSERVATION OF CHANGES

- **Observation 1:** NIH is closing the award before the end of the original performance period (the executed budget years) while issuing a NOA as Type 4 funding for the remaining budget period of the original project period.
 - NOA for the existing award shows the updated project period (shortened) and requires the final FFR to close the budget years executed.
 - NOA for the new award is issued under a separate LOC document number, requiring the final FFR
- **Observation #2:** NIH is now **sometimes** executing multi-year awards instead of issuing one-year increments.
 - During FDP meeting in September 2025, NIH stated that they will continue to issue more fully funded awards in their FY26.
 - As NIH issues a 5-year award, this will not allow an NCE at the end since the period of availability (5 years) will have expired by the project end date.

NIH GRANTS: OBSERVATION OF CHANGES

Q8: Is this new NOA process for the NIH awards only being applied to new awards? How is NIH determining which awards are Multi-funded Year Awards compared to this new NOA process?

A8: It's being applied to some new and some on-going awards. So far, we have seen no commonality for what is being fully funded vs incrementally. We know at the end of the govt FY, NIH was working hard to get as much funding out as possible. Going forward they may share more info on what will be fully funded vs. what will not.

Q10: Sorry if I missed this, but WHY is NIH issuing type 4 in the middle of a project period? I understand that it's happening and what we need to do about it, but I'm just curious to know what their reasoning is for doing it?

A10: Although I do not have an official response from NIH, one prevailing assumption in the industry is that this approach may be NIH's way of accelerating the use of its appropriations by issuing multi-year funding. For new Notices of Award (NOAs) issued as Type 4 in the middle of a project period, NIH appears to be providing funding for multiple years at once rather than following the usual incremental funding model. This assumption also helps explain the trend we're seeing in Observation #2.

Effort Report System (ERS) Replaced by ECC



- **ECC Replaces ERS:** Employee Compensation System (ECC) will replace Effort Reporting System (ERS) for pay periods **April 2025 and beyond**.
- **ERS Data Retention:** All effort reports **before March 31, 2025**, will remain in ERS.
- **Simplified Process:** ECC aims to reduce administrative burden while maintaining compliance with Uniform Guidance
- **Project-Based Certification:** Certification will occur by project (not by individual) and twice a year—in October and April.
- **PI Training Required:** Training for Principal Investigators is now available and is mandatory for those with federal funding.

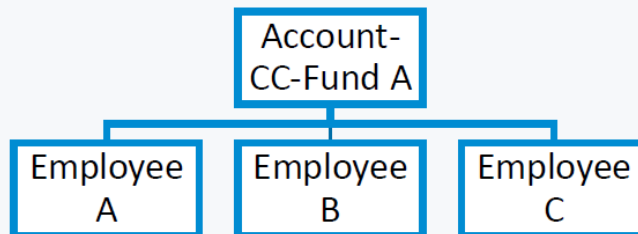
METHODOLOGY: PROJECT STATEMENT

The methodology UCLA uses to ensure compliance with UG will **shift** from **Effort Reporting** to **Project Statements**.

*What is a **Project Statement**?*

A statement listing all **employees** and their **payroll charged** to a **single Account-CC-Fund** for the designated certification **period**.

- The number of Project Statements per fund is based on number of Account-CCs tied to the fund. **Funds with multiple expense Account-CC will have multiple project statements.**



PROJECT STATEMENT EXAMPLE

Below are examples of how data from the Financial System and UCPATH translates to **Project Statements**.

Scenario 1: Fund with 1 Expense Account-CC

Grant NIH #1

PI Bruin

Number of Expense
Account-CC tied to
Fund:

1

Number of
employees charged
to Expense Account-
CC-Fund:

5

ECC generates **1**
Project Statement per
Reporting Period.

Project Statement to
be **certified by PI**
Bruin.

Statement contains
the **salaries and wages**
of all 5 employees.

Scenario 2: Fund with 2 Expense Account-CCs

Grant NSF #2

PI Bruin

Number of Expense
Account-CC tied to
Fund:

2

Expense Account-CC
1 is managed by **PI**
Bruin

Expense Account-CC
2 is managed by **Co-**
Investigator Smith

ECC generates **2**
Project Statements per
Reporting Period.

Expense Account-CC 1
to be **certified by PI**
Bruin.

Expense Account-CC 2
to be **certified by Co-**
Investigator Smith.

PROJECT STATEMENT IN ECC

Project Statement example in ECC

Scenario 1:

Number of Expense Account-CC
tied to Fund:

1

Number of employees charged to
Expense Account-CC-Fund:

5

Work List								
PT Bruin								
▼ Ready for Certification ★								
List of Project Statements ready for certification will be listed here.								
► Building ★								
NIH Grant #1								
Project Information								
Administering Unit:								
Department:								
Project Title:								
Sponsor Name:								
Cost Share:								
Award Type / Program Type:								
Project Start and End Date:								
Sponsor Award Number:								
Demographic information regarding the Award and Account-CC-Fund								
Project Statement for NIH Grant #1								
Effort from 10/1/2024 to 3/31/2025, Status: Ready for Certification								
Employee	Department	Payroll Dollars	Payroll Percentage	Cost Share Dollars	Cost Share	Certified Percentage	Checkboxes	Reports
Employee #1	Medicine	\$500.00	7%	\$0.00	0%	7 %	<input type="checkbox"/>	\$
Employee #2	Medicine	\$5000.00	100%	\$0.00	0%	100 %	<input type="checkbox"/>	\$
Employee #3	Medicine	\$2,500.00	100%	\$0.00	0%	100 %	<input type="checkbox"/>	\$
Employee #4	Medicine	\$10,000.00	100%	\$0.00	0%	100 %	<input type="checkbox"/>	\$
Employee #5	Medicine	\$5000.00	100%	\$0.00	0%	100 %	<input type="checkbox"/>	\$
Home								

All employees paid salaries and wages on the Account-CC-Fund will appear on the single Project Statement.

ECC – 4 Steps to Certify

For a quick overview, watch this short video: <https://ucla.box.com/v/ECC-Certifier-Quick-Training>

Step 1: Navigate to the Project Statement in ECC

ACCESSING THE SYSTEM



HYPERLINK FROM SYSTEM
GENERATED EMAIL
(WHEN THE CERTIFICATION PERIOD OPENS)



INTERNET BROWSER



[EFM WEBSITE](#)

Users will be prompted to sign in with their UCLA credentials if they are not connected to the network, otherwise, they will be directly routed to ECC through Single Sign On. **Chrome** and **Edge** are the preferred browsers to access ECC.

ECC – 4 Steps to Certify

Step 2: Review the Project Statement

Step 3: Click to Certify

[-] Project Statements Requiring My Certification Instructions

To certify a project statement, first verify that the payroll, cost share/salary over the cap, and certified effort percentages for each employee listed on the statement are accurate. Then, click the green star in the 'Certify' column and select the 'Certify' button. Click the 'I Agree' button in the pop-up to certify.

Work List

Kelley, Mike - 123456789

Ready for Certification ☆

111111-AA-11111 (20240000) - Deep Brain Stimulation

FUND P1 / UH2PL006 - UH2PL006

Account - CC Department

Project Title

Sponsor Name

Cost Share

Award Type / Program Type

Project Start and End Date

Sponsor Award Number

ABNEY, MKEB / 1/1/2 - NEUROLOGICAL

0000 - UCLA Training Department

Deep Brain Stimulation

NIH-NINDS National Institute of Neurological Disorders and Stroke

Cost Share None

Cooperative Agreement / CT Government/Non-Profit

09/30/2019 to 07/31/2027

111111-AA-11111 (RD111111111)

Project Statement for **111111-AA-11111 (20240000): Deep Brain Stimulation (April 2024 - September 2024)** Payroll / Effort from 4/1/2024 to 9/30/2024. Status: Ready for Certification

INFO - Check all certify checkboxes to show the certify button.

Employee	Department	Payroll Dollars	Payroll Percentage	Cost Share/Salary Over the Cap \$	Cost Share/Salary Over the Cap %	Certified Effort Percentage	Certify ☆	Reports
Elwood, Jordan - 567891234	UCLA Training Department - 0000	\$54.16	0%	\$1,727.08	14%	15 %	<input type="checkbox"/>	\$
James, Erica - 987654321	UCLA Training Department - 0000	\$14,190.50	32%	\$0.00	0%	32 %	<input type="checkbox"/>	\$
Kelley, Mike - 123456789	UCLA Training Department - 0000	\$8,635.40	21%	\$0.00	0%	21 %	<input type="checkbox"/>	\$
Smith, Kathy - 3456789101	UCLA Training Department - 0000	\$12,500.00	100%	\$0.00	0%	100 %	<input type="checkbox"/>	\$

Get Help Home

ECC – 4 Steps to Certify

Step 2: Review the Project Statement

Step 3: Click to Certify

[-] Project Statements Requiring My Certification Instructions

To certify a project statement, first verify that the payroll, cost share/salary over the cap, and certified effort percentages for each employee listed on the statement are accurate. Then, click the green star in the 'Certify' column and select the 'Certify' button. Click the 'I Agree' button in the pop-up to certify.

Work List

Kelley, Mike - 123456789

> Ready for Certification ★

111111-AA-11111 (20240000) - Deep Brain Stimulation

Project Information

Fund PI / DeptCode - DeptName: Kelley, Mike / 1713 - NEUROSURGERY
 Account - CC Department: 0000 - UCLA Training Department
 Project Title: Deep Brain Stimulation
 Sponsor Name: NINDS National Institute of Neurological Disorders and Stroke
 Cost Share: Cost Share None
 Award Type / Program Type: Cooperative Agreement / CT Government/Non-Profit
 Project Start and End Date: 06/30/2019 to 07/31/2027
 Sponsor Award Number: 111111-AA-11111 (R011111111)

Project Statement for 111111-AA-11111 (20240000): Deep Brain Stimulation (April 2024 - September 2024) - Payroll / Effort from 4/1/2024 to 9/30/2024 - Status: Ready for Certification

INFO - Check all certify checkboxes to show the certify button.

Employee	Department	Payroll Dollars	Payroll Percentage	Cost Share/Salary Over the Cap \$	Cost Share/Salary Over the Cap %	Certified Effort Percentage	Certify	Reports
Elwood, Jordan - 567891234	UCLA Training Department - 0000	\$54.16	0%	\$1,727.08	14%	15 %	<input checked="" type="checkbox"/>	\$
James, Erica - 987654321	UCLA Training Department - 0000	\$14,190.50	32%	\$0.00	0%	32 %	<input checked="" type="checkbox"/>	\$
Kelley, Mike - 123456789	UCLA Training Department - 0000	\$8,635.40	21%	\$0.00	0%	21 %	<input checked="" type="checkbox"/>	\$
Smith, Kathy - 3456789101	UCLA Training Department - 0000	\$12,500.00	100%	\$0.00	0%	100 %	<input checked="" type="checkbox"/>	\$

Get Help Certify Home

ECC – 4 Steps to Certify

Step 4: Confirm the Certification

Attestation

Account Title:	Deep Brain Stimulation
Account Name:	111111-AA-11111 (20240000) - Deep Brain
Period:	April 2024 - September 2024
Certifier:	Kelley, Mike - 123456789
Personnel Being	Elwood, Jordan - 567891234 James, Erica - 987654321 Kelley, Mike - 123456789 Smith, Kathy - 3456789101

I certify the salaries charged and effort reported this period reasonably reflect the work performed on the project by the individuals listed. I further confirm that I am in a position that provides me with a suitable means of verification to confirm this information.

Cancel

I Agree

Research Security and OS Training

Effective October 1, 2025, NIH requires all Senior Key Personnel (SKP) to complete training before submitting Other Support disclosures. JITs, RPPRs and grant applications that require Other Support cannot be submitted until training is completed by all named SKP ([NOT-OD-25-133](#))

If you are an investigator with federal research funding or planning to obtain federal research funding, this means YOU!

I recommend taking the **UCOP-developed “Research Security Training”** via **CITI**. This training is the shortest one (~40 mins) and satisfies both the Research Security and the Other Support training requirement

Email your certification to Felicia at fwinningham@mednet.ucla.edu once complete

Revised Proposal Intake Form

- Now available on the website
- Location where majority of work will be conducted
- Major Goals (optional)

OTHER REQUIRED INFORMATION	
Where will the majority of work be conducted? List location/address:	On Campus <input type="checkbox"/> Off Campus <input type="checkbox"/>

OPTIONAL ADDITIONAL INFORMATION	
Major Goals (if listed here, it will auto-populate on PI Portal-generated Other Support page):	

Other Support and EPASS Update

- PI's should be using the [PI Portal](#) to generate their Other Support pages
- Until now, “major goals” would not autopopulate on the create OS pages
- OCGA has now rolled out a new, optional field on the EPASS that allows the pre-award team to insert major goals at the time of submission. Those major goals will then auto-populate into the PI's Other Support pages.
- Our Proposal Intake Form has been updated to add this optional field.

Investigators Department **Proposal** Types Sponsor Checklist Forms Funds Attachments Review Log

Proposal Title

0/500 characters

Overall Objectives

0/1000 characters

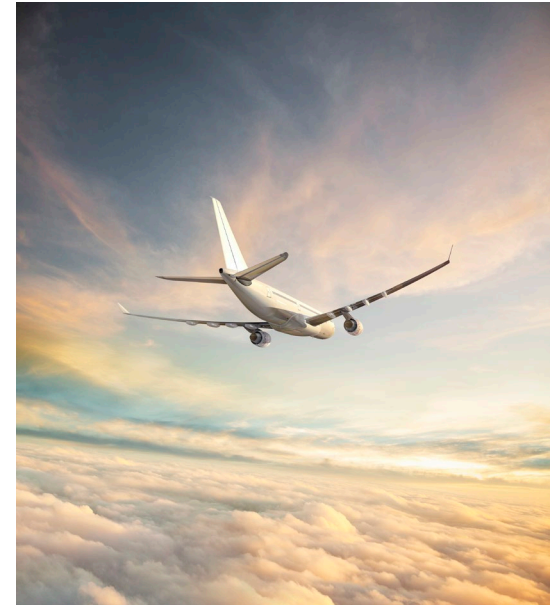
1. ACTIVE

Project/Proposal Title	Project Studying Important Things			
Major Goals	The major goals of this project are to define nutritional needs for bruin bears and maximize deliciousness in dumpster diving expeditions.			
Status of Support	Active			
Project Number	R01ABC1234567			
Name of PD/PI	Bruin, Josephine			
Source of Support	NIH-NIBS National Institute of Bruin Support			
Primary Place of Performance	University of California, Los Angeles			
Project/Proposal Support Start Date	03/01/2026			
Project/Proposal Support End Date	02/29/2030			
Total Project Award Amount (including Indirect Costs)	\$1,234,567			
Person Months Per Budget Period	Year	Cal	Acad	Sum
	2027	3.0		
	2028	3.0		
	2029	3.0		
	2030	2.4		

Finance and Procurement

New Travel Pre -Approval Process

- [Travel Approval Request](#)
- Required to obtain pre-approval from Dept Chair before engaging in travel or purchasing flights/conference registration
- Need traveler's name and email in order to submit
- Other info required: business justification, dates/location of travel, \$ estimates, funding source



Reminder: P -Card Purchase Process

- Use the [P-Card Request Form](#) for credit card purchases
- Submission: Send forms to Laura for approval; she will forward them to Fam Med Purchasing for processing
- Allowable P-Card purchases include:
 - Medical license renewals
 - Memberships
 - Conference registration fees
 - Software



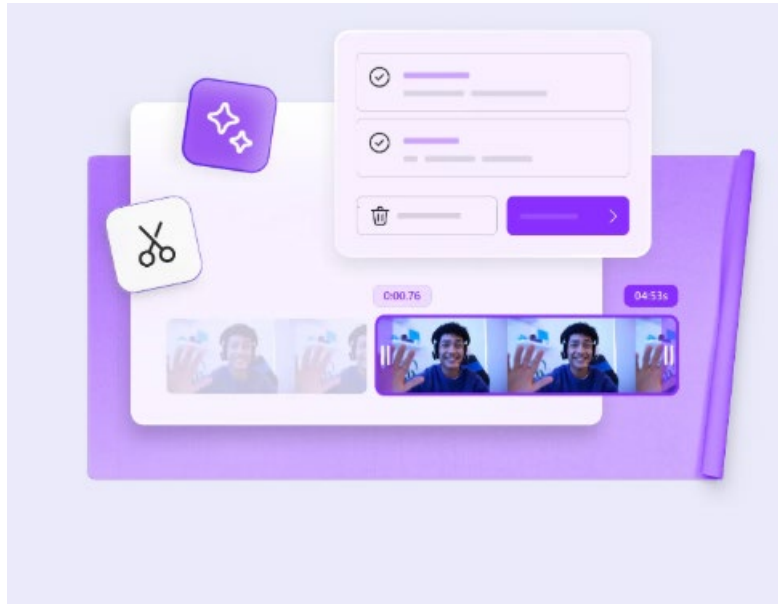
Ordering Laptops/ Computer Equipment



- Computer orders: Use the [Computer Order Request Form](#)
- Quote required: First obtain a DGIT quote and upload it with your request.
- Approvals: Must obtain approval from both the PI/approver and fund manager before submitting

IT Updates

Microsoft Clipchamp



Monthly Research Unit Meeting

- **Online video editor** — accessible directly through a web browser, no software installation required.
- **User-friendly design** — makes video creation simple for users of all skill levels.
- **Comprehensive editing tools** — combine videos, images, and audio seamlessly.
- **Creative enhancements** — add text overlays, transitions, and visual filters.
- **All-in-one platform** — ideal for quick, professional-quality video production and content customization.
- **Access the training:** [A Beginner's Guide to Microsoft Clipchamp](#)

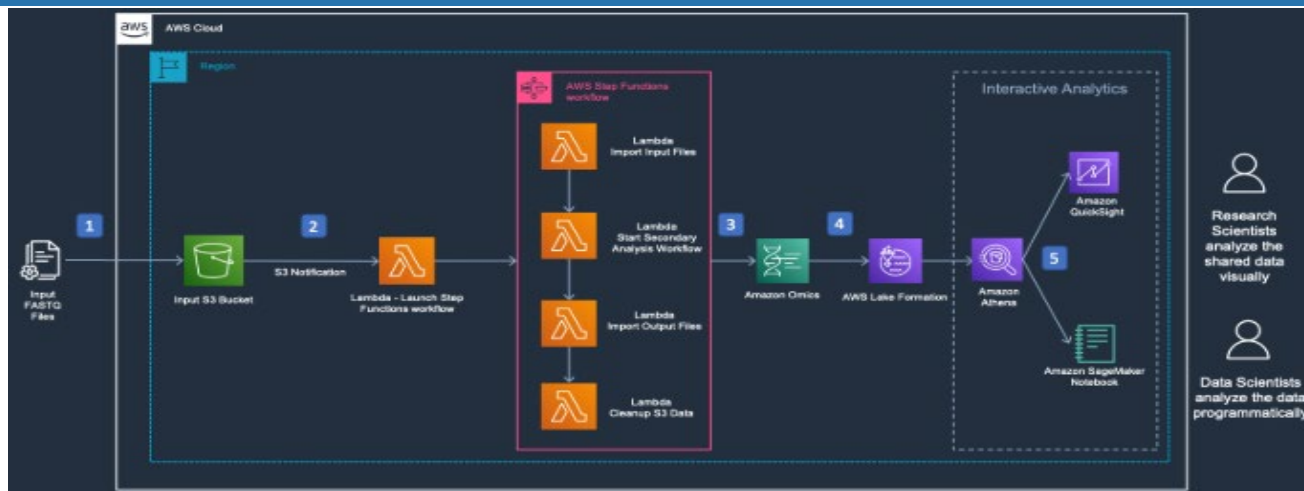
Microsoft 365 Copilot

We can now request licenses for Microsoft 365 Copilot !

- **AI-powered productivity tool** — seamlessly integrates with Microsoft 365 apps like Word, Excel, PowerPoint, Outlook, and Teams.
- **Real-time intelligent assistance** — helps enhance creativity, productivity, and efficiency.
- **Content generation and analysis** — can summarize, predict, and create text, data insights, and presentations.
- **Powered by advanced AI** — utilizes models like GPT-4 for natural and context-aware responses.
- **Empowers users** — supports better decision-making, faster workflows, and skill development.



AWS HealthOmics and Athena HealthOmics



- **AWS HealthOmics:** Store, process, and analyze genomic and other “-omic” data at scale using AWS’ purpose-built service for research.
- **Access Step-by-Step Example:** [AWS HealthOmics Step-by-Step Example](#)
- **Athena:** Query different types of data sources stored in AWS cloud storage (S3) using SQL commands with no databases or servers required.
- **Access Step-by-Step Example:** [AWS Athena Step-by-Step Example](#)

Upcoming Meetings/Events

- Next Grand Rounds: Jan 26th
- Next Research Unit Meeting: Dec 4th
- Prior monthly meeting agendas/slides are available on the [website](#)

UCLA Health Family Medicine

Research

For Family Medicine Research Unit Employees

Here are some commonly needed documents/forms for Department of Family Medicine Research Unit employees. If you have any questions or do not see the form you require, please contact Laura Sheehan, Manager of Research Administration at LSheehan@mednet.ucla.edu.

TRAINING-HOW-TO GUIDES:

- [Information Sheet for New Fam Med/Oppenheim Suite Employees](#)
- [Travel/Entertainment/Food Reimbursement Request Guide](#)
- [Purchase Guide](#)
- [Accounting Policies/Training](#)
- [Purchase Process](#)
- [Post Award Training](#)
- [Effort Reporting Guide](#)

FORMS:

- [Department and Anti-Lobby Certificate](#)
- [Facilities and Resources Page for Proposals \(Family Medicine\)](#)
- [Research Write Transfer Requests \(Fam Med Res Unit\)](#)
- [Independent Contractor/Consultant Checklist](#)
- [Misuse Form \(Fam Med Res Unit\)](#)
- [Operating from At Your Service Catalog](#)
- [Proposal Intake Form \(Fam Med Res Unit\)](#)
- [Purchase Order Request Form \(Fam Med Res Unit\)](#)
- [Request for Gift Cards \(non human subjects and non-employees only\)](#)
- [Subawards - Required Information for Proposals](#)
- [Travel and Entertainment Reimbursement Request Form \(Fam Med Res Unit\)](#)
- [Linking for grant deliverables page? Check out the Accounts Payable website for forms like Check Requests, Petty Cash Expenditures, VOS templates, and more.](#)

MONTHLY RESEARCH UNIT MEETING SLIDES AND AGENDAS:

- [June 2022 Research Unit Meeting](#)
- [May 2022 Research Unit Meeting](#)
- [March 2022 Research Unit Meeting](#)
- [February 2022 Research Unit Meeting](#)
- [December 2021 Research Unit Meeting](#)

Thank You
