Data Sharing and Confidentiality:
Keeping the Trust

Submitted by Ruth Landry

In the course of your research, you may be asked to accept confidential, proprietary or restricted information, from a sponsor or third party or may receive data that has been developed by nonprofit, government or private industry, where the data is nonpublic or is otherwise subject to some restrictions on its use. In these instances, the sponsor or third party may require that the University sign a Non-Disclosure Agreement (NDA) or Confidentiality Agreement. In situations where there is a specific data set that will be transferred for research purposes, the agreement might be called a Data Use Agreement or Data Sharing Agreement.

If you are presented with such an agreement or if you are entering into discussions with a third party where such an agreement might be necessary, you should contact Ruth Landry in the Office of Research and Sponsored Programs for assistance. Researchers are not authorized to negotiate or sign agreements on behalf of the University. ORSP will confer with the Vice President for Research, the Office of Operational Review and other pertinent individuals on campus in the evaluation of the agreement and will process for signature once there is agreement on the terms and conditions between the University and the third party. There is an approved University template for a bilateral Non-Disclosure Agreement that might be shared with the third party if they are open to considering it or if they do not have a template agreement of their own.

It is also important to note that non-disclosure provisions and data use restrictions can be included in the content of sponsored research agreements. Your Post-Award Administrator in Sponsored Programs Finance Administration and Compliance (SPFAC) would assist you in understanding these terms and conditions during the review of the agreement and can answer questions you might have about your obligations under existing contracts and awards.

(Continued on page 6)
Miao Jin: NSF CAREER Winner  
Submitted by Alise Hagan

Congratulations to Dr. Miao Jin who has been awarded an NSF Faculty Early Career Development (CAREER) award. The five-year, $419,780 project is titled “CAREER: Theorem, Algorithm, and Applications of Computational Quasiconformal Geometry”.

The NSF CAREER award is one of the most prestigious awards available to junior faculty who exemplify the role of teacher-scholars through outstanding research, excellent education, and the integration of education and research within the context of the mission of their organizations.

Dr. Jin is the fourth UL Lafayette faculty member to receive the NSF CAREER award. With this honor, she joins the company of previous winners Dr. Hongyi Wu (2004), Dr. Dmitri Perkins (2005) and Dr. Danella Zhao (2009), all of CACS.

Her CAREER project addresses a number of fundamental engineering problems where quasiconformal geometry can provide a key insight. Expected results include the exploration of computational theorems, new models, and novel geometric algorithms with provable performance guarantee. This interdisciplinary project provides the bridge between quasiconformal geometry and applications in broad engineering fields by identifying important geometric problems in computer graphics, computer vision, geometric modeling, and wireless sensor networks as well as supplying computational theorems and efficient algorithmic solutions based on quasiconformal geometry theory. It is expected that the exploration will reveal key insights of fundamental problems in those fields.

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2010-2011 BORSF Notifications  
Submitted by Alise Hagan

Last fall, UL Lafayette submitted 37 proposals to 6 BORSF programs, and 10 of these proposals (listed below) were ranked as “Highly Recommended for Funding”. UL Lafayette’s success rate was 27.02%, compared to the overall BOR funding rate of 23.96%.

Enhancement:
- **Irv Esters**, EDFL, “Video Recording and Playback Technology for Counselor Education and Supervision”, $84,420 (Eligible Discipline: Education)
- **Yuxin Ma**, CILAT, “Enhancing Pre-Service Teachers Conceptual Understanding of Elementary Mathematics and Related Teaching Strategies”, $122,871 (Eligible Discipline: Education)
- **Gwen Fontenot**, Marketing and Hospitality, “Development of an Interactive Sales and Negotiation Training Laboratory to Facilitate Learning and Curricula Enhancement”, $60,000 (Eligible Discipline: Business)

Research Competitiveness Subprogram (RCS):
- **Scott Duke-Sylvester**, Biology, “Integrating Ecological and Evolutionary Theory to Understand the Epidemiology of Rapidly Evolving Viral Pathogens”, $112,488 (3-year project)
- **Michael Pratt**, Electrical and Computer Engineering, “Multi-body Tracking and Structure from Video Sequence”, $134,700 (3-year project)
- **Emily Sandoz**, Psychology, “The 'Me' I See: Verbal Learning Processes in Body Image Disturbance”, $95,787 (3-year project)

**ITRS:** **Don Hayes**, Civil Engineering, “Modular Sediment Retention and Shoreline Protection Structures”, $180,000 (3-year project)

**Grad Fellows:** **Paul Klerks**, Biology, “Recruitment of Superior Graduate Students in Environmental and Evolutionary Biology for 2011”, $324,000 (4-year project)

**BOR/SREB Minority Fellowship:** **Charles Palmer**, Graduate School, “Attracting Minority Doctoral Fellows to UL Lafayette in the STEM Disciplines: An Expanded Effort II”, $285,000 (4-year project)
NSF Corner: Submitted by Alise Hagan

Newest Requirement: Data Management Plan

As of January 18, 2011, all proposals submitted to the National Science Foundation (NSF) must include a Data Management Plan. This supplementary document cannot exceed two pages and, according to NSF’s Grant Proposal Guide (GPG, Chapter II.C.2.j), “should describe how the proposal will conform to NSF policy on the dissemination and sharing of research results.” While many NSF Directorates, Offices, Divisions, or Programs have specific requirements for the Data Management Plan, the plan must at a minimum address:

- The types of data, samples, physical collections, software, curriculum materials, and other materials to be produced in the course of the project;
- The standards to be used for data and metadata format and content (where existing standards are absent or deemed inadequate, this should be documented along with any proposed solutions or remedies);
- Policies for access and sharing including provisions for appropriate protection of privacy, confidentiality, security, intellectual property, or other rights or requirements;
- Policies and provisions for re-use, re-distribution, and the production of derivatives; and
- Plans for archiving data, samples, and other research products, and for preservation of access to them.

Fastlane will not allow submission without a Data Management Plan. However, a valid Data Management Plan may include only the statement that no detailed plan is needed, as long as the statement is accompanied by a clear justification. According to the GPG, the Data Management Plan “will be reviewed as an integral part of the proposal, coming under Intellectual Merit or Broader Impacts or both, as appropriate for the scientific community of relevance.”

Need to know more?

Please check out the following resources available on NSF’s website.

- Data Management Plan Requirements by Directorate, Office, Division, Program, or other NSF Unit: http://www.nsf.gov/bfa/dias/policy/dmp.jsp
  The following Directorates have published additional requirements: Education & Human Resources; Engineering; Geological Sciences; Mathematical and Physical Sciences; Social, Behavioral, and Economic Sciences.

  Get answers to 17 questions that really address NSF’s expectation for your Data Management Plan, including “What constitutes ‘data’?” “Am I required to deposit my data in a public database?” and “How does this policy relate to the issue of open access publishing?”

  Investigators are expected to share with other researchers the primary data, samples, physical collections and other supporting materials created or gathered in the course of work under NSF grants. Grantees are expected to encourage and facilitate such sharing. This link details NSF’s established policy on the Dissemination and Sharing of Research Results.

You can also contact your Pre-Award Administrator (Alise Hagan or Abby Patterson) who can provide you with samples of Data Management Plans.
Finding Funding
Submitted by Alise Hagan

The number one question we hear: “Is there money out there for me to start my research? (Or travel? Or fund a graduate student? Or...?)” The answer is likely yes, if you know where to look. Below is a list of resources available to “show you the money”.

ORSP’s FundingNotice

What Is It? Distributed every Monday by ORSP, FundingNotice is a targeted email blast highlighting recent funding opportunities that are most relevant to UL Lafayette’s researchers.

Don’t Think They Apply to You? Contact ORSP and tell us what you’re looking for. We focus the searches based on feedback from researchers. The more we hear from you, the better our results!

How can I get it? Every faculty and staff member should be included in the distribution list. If you do not receive the weekly emails, contact orsp@louisiana.edu and request to be added to the list.

Missed a Notice? Archives are available on ORSP’s website.

Searchable Databases

What Are They? Searchable databases allow you to drive your own search by agency, funding source, key word, or more.

Grants.Gov This centralized online system searches over 900 grant programs from the 25 federal grant-making agencies.

SPIN Sponsored Programs and Information Network (SPIN) lets you search for research funding in your field by using keywords that identify your particular areas of interest and expertise. Access to the SPIN database is available on any campus computer by clicking: http://www.infoed.org/new_spin/spinmain.asp

Agency Websites

Most agencies post funding opportunities online. Visit ORSP’s website to link to federal, state, and foundation sponsors.

Your Pre-Award Administrators

Alise Hagan and Abby Patterson are available to assist you in setting up searches, navigating agency websites, and deciphering funding opportunities.

Broader Impacts in Action

Charles Richard, Director of the Cinematic Arts Workshop at UL Lafayette, is working with McNeese State University to produce a short documentary film of the Coushatta Indian Tribe in Elton, Louisiana. The multi-year NSF-funded “Koasati Language Project” reserved money in its final year to produce a video “to inform viewers about the tribe’s efforts to preserve and promote their native language … (and) address the larger issue of endangered languages and the need for conservation.” When complete, the video will clearly advance understanding while promoting teaching, training, and learning; broadly disseminate results; and benefit the Koasati tribe’s efforts to preserve and promote their native language and culture.

Dr. Azmy Ackleh, Department Head of Mathematics, directs the Computational and Visualization Enterprise (CAVE), a research partnership between UL Lafayette and LITE. CAVE teams work with personnel at LITE to use LITE’s supercomputing and visualization technology along with the high-speed fiber optic capability of the Louisiana Optical Network Initiative (LONI). CAVE is an example of an established infrastructure on campus, designed to combine your research and educational goals.

With resources like the Cinematic Arts Workshop and CAVE available, PIs don’t have to look far to enhance their broader impacts statements.
You’re Not Alone: Submitted by Abby Patterson

Planning for Collaborative Relationships in your Proposals

When designing and planning your proposal, you might find yourself wanting to collaborate with colleagues at other institutions. Most often, this collaboration requires the inclusion of a subaward in your proposal and proposal budget. A subaward (sometimes referred to as a subcontract or subrecipient) is an award issued under a larger sponsored research award for project-related tasks or expertise that might not be available at the lead institution. The work of a sub recipient must be intellectually significant, assist directly in carrying out the specific aims of the project, and typically, require use of the subrecipient's personnel, resources and facilities. Subawards are subject to the terms and conditions of the larger sponsored research award.

To include a subrecipient in your project or to serve as a subrecipient on another institution’s project requires planning at the pre-award stage. We have provided a summary of what is required when UL Lafayette is the lead institution submitting a proposal that includes subrecipients and what is required for UL Lafayette to participate as a subrecipient on another institution’s proposal. These requirements are fairly standard from one institution to another, so be cautious when your colleague at another university indicates that they don’t need a detailed budget or letter from your Sponsored Research Office for you to be included in their proposal. They might not be as informed as you are!

If you are collaborating with a Sub, then UL Lafayette is the Grantor of a subaward

When UL Lafayette is the “Grantor of a subaward” (also known as the prime, lead, or submitting institution), then we are responsible for managing the overall project, which includes the work being contributed by collaborators at other institutions.

When UL Lafayette is the grantor of a subaward, ORSP requires the following from each subaward institution be included in the proposal prior to the submission:

- Detailed budget prepared in sponsor’s required format
- Detailed budget justification
- Scope of work (should be a concise narrative summary of the work to be undertaken by the subrecipient)
- Contact information of subrecipient’s Sponsored Programs Office equivalent or other Administrative Office
- A letter of collaboration signed by their institution’s authorized representative. If the subrecipient will be providing cost share, the letter must be specific about the nature and value of the cost share included in the budget. A sample of this letter is available on the ORSP website or from ORSP Pre-Award Staff.
- Institution’s Indirect Cost Rate Agreement and Fringe Rate Agreement or Documentation.
- Any required sponsor forms or information such as Biosketches, Facilities & Equipment forms, etc.

If you are collaborating as a Sub, then UL Lafayette is the Recipient of a subaward

When UL Lafayette is the “Recipient of a subaward”, then we are responsible for collaborating on a project proposed by another institution, and managing specific tasks or outcomes as defined by the prime institution who is proposing the project.

When UL Lafayette is the recipient of a subaward, ORSP requires the following to be routed with the internal routing form prior to the submission of the proposal by the lead institution:

- Detailed budget prepared in sponsor’s required format
- Detailed budget justification
- Scope of work* (details what work is to be done at UL Lafayette including responsibilities, persons involved, etc.)
- Contact information of the lead institution’s Sponsored Programs Office equivalent or other Administrative Office
- Any required sponsor forms or information such as Biosketches, Facilities & Equipment forms, etc.

*The complete proposal text and budget of the prime applicant can be provided if available, but is not required.

ORSP will prepare a letter of collaboration for signature by our authorized representative and will send the UL Lafayette’s subaward proposal to the prime institution once internal approval is received.
Data Sharing and Confidentiality (Continued from Page 1)

Here are a few reminders about your responsibilities with regard to confidentiality and data sharing agreements:

- It is critical that you read and understand the terms and conditions of any non-disclosure, confidentiality or data sharing agreement (or provisions in sponsored research agreements) that govern your activities. Before the agreement is signed, you should indicate to ORSP or SPFAC any concerns you might have about the obligations and/or your ability to adhere to them.

- It is important that you communicate all obligations of such agreements to your research team (students, post docs, research scientists, co-investigators, administrative support staff, etc.). Anyone having access to the information that is restricted should be informed of and adhere to the University’s obligations.

- Once the agreement is signed, it is important to adhere to the provisions of the agreement. If we agree not to place the data on a laptop computer, to mark documents in a certain way, or to store materials in a locked cabinet, then take steps to ensure that you and your research team are operating consistent with the terms of the agreement.

Though you might not be the person signing the agreement on behalf of the University, you are the person responsible for ensuring that the University is compliant with obligations of these agreements as you lead your team in conducting research in your lab.

Research Compliance Corner

The Research Compliance Website ([http://orsp.louisiana.edu/compliance/index.shtml](http://orsp.louisiana.edu/compliance/index.shtml)) allows you to stay up to date on guidelines and form revisions. Not sure if your research needs approval or which committee Chair to contact? Then contact Dr. Robin Broussard, Research Compliance Coordinator, for assistance ([robin.broussard@louisiana.edu](mailto:robin.broussard@louisiana.edu) or 2-1419).

IACUC Review for Animal Research: Reviews will continue throughout the summer. Contact Dr. Robin Broussard ([robin.broussard@louisiana.edu](mailto:robin.broussard@louisiana.edu)) or 2-1419) to coordinate.

IBC Review for Recombinant DNA, Hazardous Materials and/or Select Agents Research: Reviews will continue throughout the summer. Contact Dr. Tom Pesacreta, IBC Chair, ([tcp9769@louisiana.edu](mailto:tcp9769@louisiana.edu)) or 2-5769) for a review.

IRB Review for Human Subjects Research: Last chance of Full Board Review for summer research is May 13th. Please email your application to Dr. Nicole Mueller, IRB Chair, by May 1st. She may be contacted via email ([nmueller@louisiana.edu](mailto:nmueller@louisiana.edu)) or phone (2-6489).

Radiation Safety: Dr. Gary Glass is the Chair and Radiation Safety Officer. Please contact Dr. Glass concerning usage of radioactive materials or radiation producing devices. He may be contacted via email ([glass@louisiana.edu](mailto:glass@louisiana.edu)) or phone (2-6184).