Biological and Environmental Research (BER) Office Hours:

Working with a Program Manager Before, During, and After an Award

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U.S. DEPARTMENT OF ENERGY | Office of Science

Energy.gov/science

Office of Science (SC) Statement of Commitment & Other Guidance

- **SC Statement of Commitment** – SC is fully and unconditionally committed to fostering safe, diverse, equitable, inclusive, and accessible work, research, and funding environments that value mutual respect and personal integrity.

  https://science.osti.gov/SW-DEI/SC-Statement-of-Commitment

- **Expectations for Professional Behaviors** – SC's expectations of all participants to positively contribute to a professional, inclusive meeting that fosters a safe and welcoming environment for conducting scientific business, as well as outlines behaviors that are unacceptable and potential ramifications for unprofessional behavior.

  https://science.osti.gov/SW-DEI/DOE-Diversity-Equity-and-Inclusion-Policies/Harassment

- **How to Address or Report Behaviors of Concern** – Process on how and who to report issues, including the distinction between reporting on unprofessional, disrespectful, or disruptive behaviors, and behaviors that constitute a violation of Federal civil rights statutes.

  https://science.osti.gov/SW-DEI/DOE-Diversity-Equity-and-Inclusion-Policies/How-to-Report-a-Complaint

- **Implicit Bias** – Be aware of implicit bias, understand its nature – everyone has them – and implicit bias if not mitigated can negatively impact the quality and inclusiveness of scientific discussions that contribute to a successful meeting.

  https://kirwaninstitute.osu.edu/article/understanding-implicit-bias

Housekeeping

During the presentation, submit questions using the Zoom Q&A feature. This is accessible at the bottom of your Zoom window. We will answer these live at the end of the presentation as time permits.

After the presentation if there is time, you can ask your question live by raising your hand in Zoom. We will ask you to unmute to ask your question.

If your question is not answered today, or if you have additional questions about a specific topic, please contact any BSSD or EESSD program manager.

Recordings and slides from office hours will be posted after completion of each office hour.
https://science.osti.gov/ber/officehours

DOE is a Mission-Driven Agency

DOE Mission: To ensure America's security and prosperity by addressing its energy, environmental, and nuclear challenges through transformative science and technology solutions. (www.energy.gov/mission)

Office of Science Mission: To deliver scientific discoveries and major scientific tools to transform our understanding of nature and to advance the energy, economic, and national security of the United States. (www.energy.gov/science/mission)

Biological & Environmental Research Mission: To support transformative science and scientific user facilities to achieve a predictive understanding of complex biological, Earth and environmental systems for energy and infrastructure security, independence and prosperity. (science.osti.gov/ber)

Office of Science Research Portfolio

Advanced Scientific Computing Research	• Delivering world leading computational and networking capabilities to extend the frontiers of science and technology
Basic Energy Sciences	• Understanding, predicting, and ultimately controlling matter and energy flow at the electronic, atomic, and molecular levels
Biological and Environmental Research	• Understanding complex biological, earth, and environmental systems
Fusion Energy Sciences	• Supporting the development of a fusion energy source and supporting research in plasma science
High Energy Physics	• Understanding how the universe works at its most fundamental level
Nuclear Physics	• Discovering, exploring, and understanding all forms of nuclear matter

BER Organization Chart

DOE Office of Science
Harriet Kung, Acting Director

- Advanced Scientific Computing Research
- Basic Energy Sciences
- Fusion Energy
- **Biological and Environmental Research**
  Dorothy Koch, Associate Director
- High Energy Physics
- Nuclear Physics

Biological Systems Science
Todd Anderson, Director

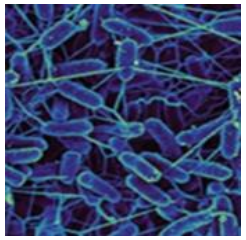
- Genomic Science
  - Bioenergy Research Centers
- Biomolecular Characterization & Imaging Science
- Facilities & Infrastructure
  - Joint Genome Institute

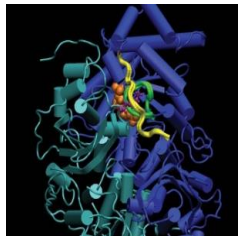
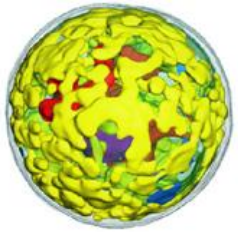
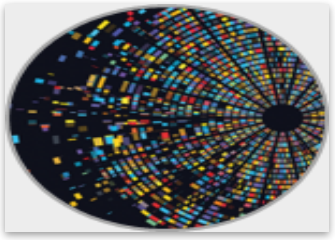
Earth & Environmental Systems Sciences
Gary Geernaert, Director

- Atmospheric System Research
- Environmental System Science
- Earth and Environmental Systems Modeling
- Facilities & Infrastructure
  - Environmental Molecular Sciences Laboratory (EMSL)
  - Atmospheric Radiation Measurement (ARM)
  - Data Management

Biological Systems Science Division (BSSD)

Mission: Provide the necessary fundamental science to understand, predict, manipulate, and design biological processes that underpin innovations for bioenergy and bioproduct production and enhance understanding of natural, environmental processes relevant to DOE.



Genomic Science

- Bioenergy
  - Sustainable Bioenergy
  - Plant Genomics
  - Microbial Genomics
- Biosystems Design
  - Secure Biosystems Design
- Environmental Microbiome

Biomolecular Characterization and Imaging Science

- Bioimaging Technologies
  - Quantum Imaging
- Structural Biology
- Cryo-EM Resources

Computational Biology

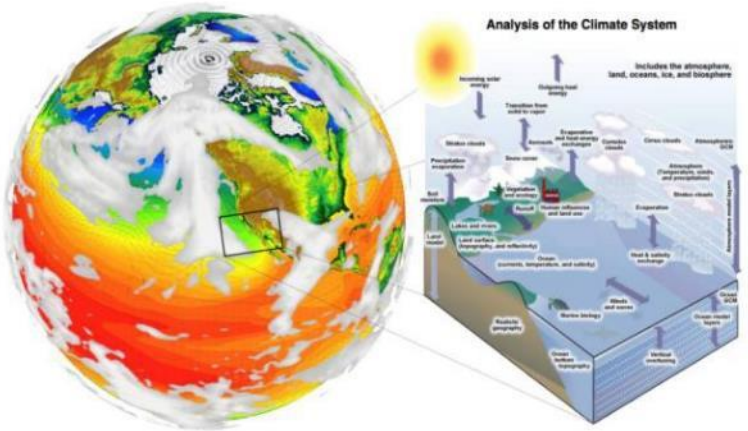
- Systems Biology Knowledgebase (KBase)
- National Microbiome Data Collaborative (NMDC)

Scientific User Facilities

- Joint Genome Institute (JGI)

https://science.osti.gov/ber/Research/bssd

Earth and Environmental Systems Sciences Division (EESSD)



Atmospheric System Research

- Atmospheric Process Science
- Atmospheric Radiation Measurement (ARM) facility

Earth and Environmental Systems Modeling

- Climate and Earth System Model Development and Analysis

Environmental System Science

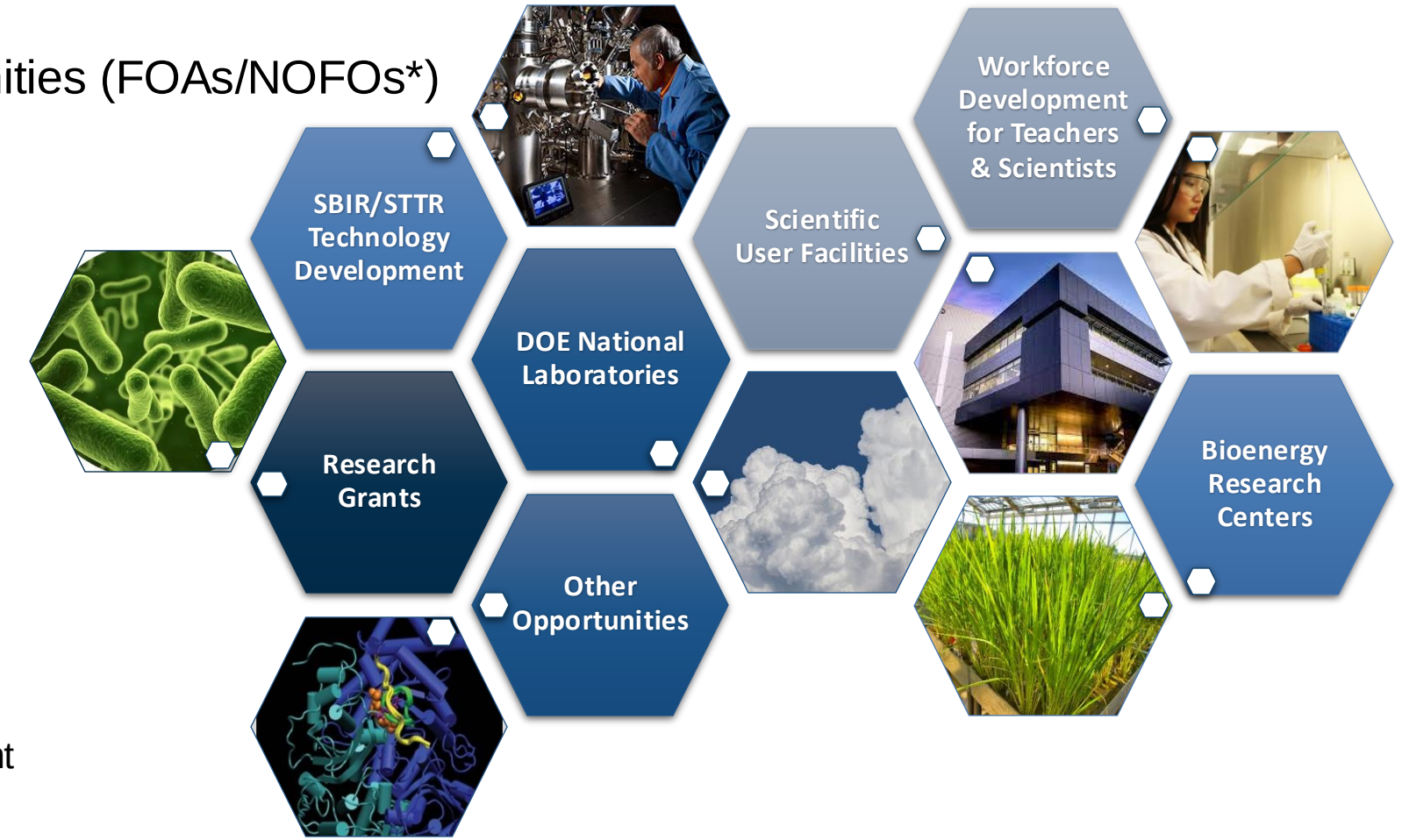
- Ecosystem and Watershed Sciences
- Environmental Molecular Sciences Laboratory (EMSL)

Data Management for Earth and Environmental Sciences

https://science.osti.gov/ber/Research/eessd

BER Mechanisms for Requesting Proposals & Applications

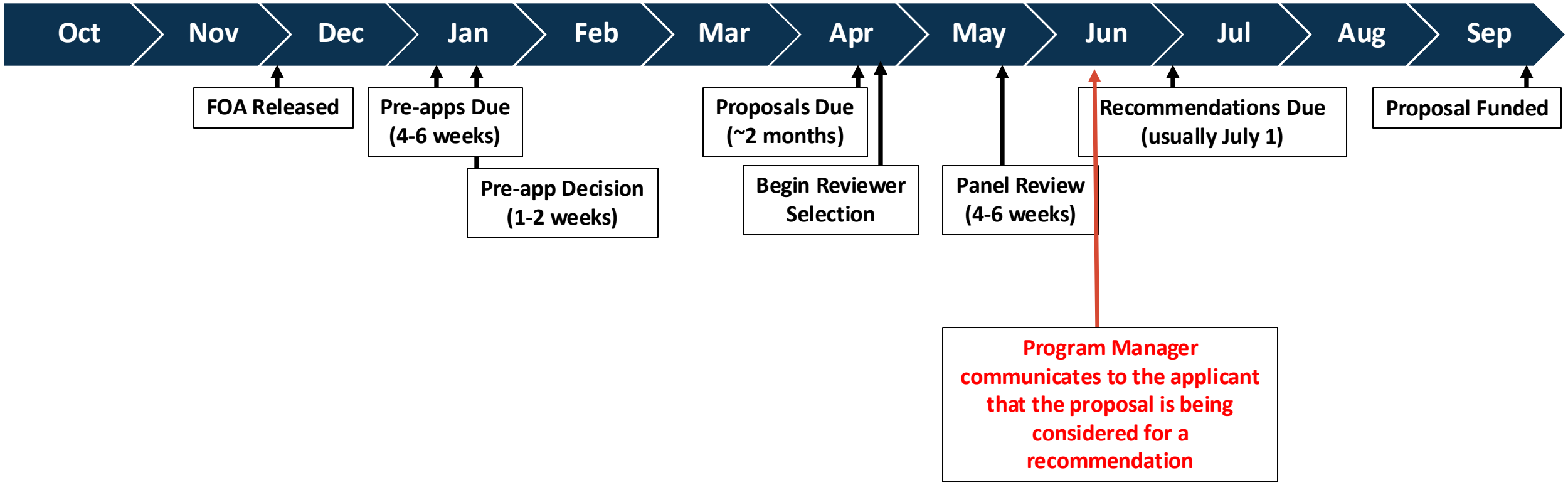
- **Academic Research**
  - Targeted Funding Opportunities (FOAs/NOFOs*)
  - Continuation of Solicitation
- **National Labs**
  - Science Focus Areas
  - Lab Announcements
  - Other Projects
- **SBIR/STTR**
- **User Facilities**
- **Crosscutting activities**



*FOA: Funding Opportunity Announcement

*NOFO: Notice of Funding Opportunity

Typical FOA Timeline



Your Program Manager only *recommends* your proposal for award!!

Before an Award

Your grant application/proposal has been *recommended* for an award

- Program Managers (PMs) will contact applicants. This period is referred to as ‘silent negotiation.’
- You/your institution may be asked to provide:
    - A revised budget (for your institution or those of any sub-awardees)
    - Response to reviewers' critiques
    - A public abstract
    - Start date (determined through discussion with PM)
- ‘Silent’ means that you/your institution should *not* announce the recommendation.
- PMs only recommend grant applications for awards; they do not issue awards.
- Only DOE SC contracting officials in Chicago, IL can commit funding to an award.
- Once DOE SC makes a public announcement (usually a press release), you/the recipient institution can announce the *recommendation*.
- DOE allows up to 90 days of pre-award date spending. However, such expenses, if permitted by the applicant’s institution, are incurred at the applicant's risk.

Once DOE Issues an Award to Your Institution

- PAMS (for grantees) sends a reminder to the awardee to submit an annual progress report (a Research Performance Progress Report), 120 days before the current budget period end date. The report is due within 30 days. The report format is available (RPPR Mar 2017).
- PMs request PIs at National Labs to submit an annual progress report, which should include the status of adherence to the Data Management Plan.
- Annual report approval for grants **must** be completed before the end of the current award period. An awardee cannot receive a subsequent year of funding from SC until the progress report is approved by the PM.
- Subsequent year funding is contingent on satisfactory progress, as determined by the PM.
- Currently, the first annual report may cover less than one year.
- Products such as publications **must be reported only if they acknowledge the award.**

Once DOE Issues an Award to Your Institution

- Awardees (and any subawards funded through the award) must submit to PAGES (through E-Link) all manuscripts that **acknowledge DOE funding** when they are accepted for publication.
- National Lab awardees must consult with their site's Scientific and Technical Information (STI) Manager on how to submit manuscripts to PAGES.
- Keep your PM informed on new publications as they become accepted.
- The PM may ask you to prepare a written highlight to post on the SC website for high profile publications, and/or a slide, and the publication to brief SC leadership.
- Some BER programs have highlight submittal portals on their programmatic web sites.
- **Always** remember to follow SC guidance to acknowledge DOE funding in all manuscripts that report work fully- or partially-supported by the award.

Once DOE Issues an Award to Your Institution

- If there are any problems or needed changes to the award, contact the PM.
- Significant changes in scope (change in project objectives) require PM and Contracting Officer approval.
- Significant re-budgeting (more than a 25% change in a single direct cost budget category) requires PM and Contracting Officer approval.
- A change in a sub-awardee requires PM and Contracting Officer approval.
- The award is made *to your institution, not to you.* If you move, your institution might decide to designate a substitute PI.
- If you are moving, please contact the PM. If the institution and DOE agree to move an award, the award is closed, and a new one issued to the new institution. This can take a long time (months)!
- An institution can request a change in the lead PI; this is done through PAMS.

Once DOE Issues an Award to Your Institution

- If you forecast that you will have unspent funds by the end of the overall project period, your institution (SRO) must request a no cost extension (NCE) through PAMS.
- DOE National Laboratories are not required to request NCEs but they are expected to inform the PM.
- NCEs cannot be granted to conduct research that is outside of the original scope of the project.
- Under a NCE, the PM may request an additional progress report.
- Typically, NCEs are requested for one year and the final report is due a year later.
- A NCE time period cannot exceed one year (at a time).
- A second or third year NCE may be granted but require more rigorous justifications.
- It is possible to request a NCE with supplemental funding contingent on the availability of funds. The PI should discuss the request with the PM.

PI Meetings

- If you have an award from BER, you may be required to attend an annual PI meeting that is organized by the BER program from which you are receiving funding. The FOA typically contains information about this requirement.
- Your budget may need to include travel to the PI meeting.
- PI meetings are usually held in the Washington, DC area.
- Guidance on presentation requirements, poster requirements, and attendance will be provided by your PM.

After Your Award Ends

- The PI must submit a final report through E-Link within 120 days after the project ends.
- The Reporting Checklist issued with the grant contains instructions on how to submit a final report.
- Final reports should be brief summaries of the main accomplishments from the entire project and should list all products (*e.g.*, publications, software releases, IP, etc.) that have been supported by the award.
- You may be not be allowed to apply for federal funding if you have outstanding final reports.
- If a manuscript that acknowledges your award is published after your award ends, you should still submit the manuscript to PAGES. Letting the public know about all outcomes of its awards helps BER justify its investments.

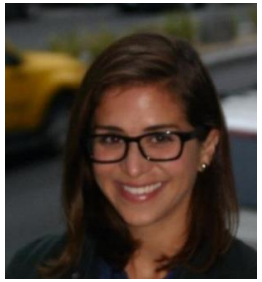
BSSD Program Managers

Dawn Adin
Microbial Conversion
SBIR/STTR

Resham Kulkarni
Computational Biology
SBIR/STTR

Shing Kwok
Bioenergy Research Centers
SBIR/STTR

Ramana Madupu
Computational Biology, Joint Genome Institute
SBIR/STTR



Kari Perez
Sustainable Bioenergy
SBIR/STTR

Pablo Rabinowicz
Biosystems Design, Early Career Program

Vijay Sharma
Plant Genomics

Paul Sammak
Bioimaging, Quantum Information Science
SBIR/STTR

Amy Swain
Structural Biology
SBIR/STTR

Boris Wawrik
Environmental Microbiology
SBIR/STTR

Libby White
Human Subjects

https://science.osti.gov/ber/About/Staff

EESSD Program Managers

Jeff Stehr
ASR / SBIR-STTR

Shaima Nasiri
ASR

Sally McFarlane
ARM / SBIR-STTR

Renu Joseph
Modeling

Xujing Davis
Modeling

Bob Vallario
Modeling

Dan Stover
ESS

Brian Benscoter
ESS

Paul Bayer
ESS / EMSL

Daniel Winkler
ESS / SBIR-STTR

Jay Hnilo
Data Management

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Help DOE Review Proposals!

BER conducts peer reviews of funding applications to obtain an independent assessment of the scientific and technical merit of the proposed research. Reviewers are selected based the following considerations:

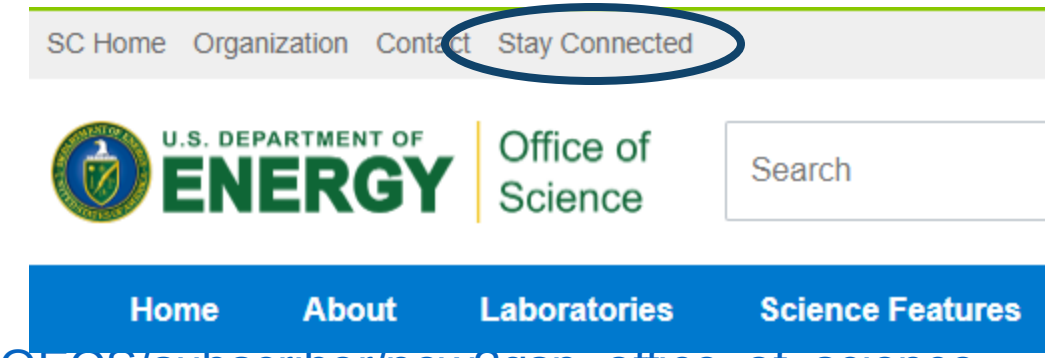
- Individual reviewers should have the appropriate scientific expertise.
- Conflicts of interest should be avoided.
- Review panels should include an appropriate mix of disciplines.
- Panels should have a balanced demographic diversity, including affiliation, geographic location, research sector, gender, career level, etc.
- Program Managers consider applicants' requests to include or exclude specific individuals as reviewers.

Contact a Program Manager if you are interested in reviewing for BER!

Stay Connected

Sign up for the Office of Science GovDelivery!

- GovDelivery is an email subscription service to share SC news and information with the public.
- This is an opt-in, opt-out service where subscribers decide which topics they are interested in, then join or drop off as interests change.
- Subscribers can sign up to receive items like news releases, meeting announcements, science updates, and funding opportunities from any or all Office of Science Program areas.



Use the QR Code or visit:

https://science.osti.gov/ber

https://public.govdelivery.com/accounts/USDOEOS/subscriber/new?qsp=office_of_science

SCAN ME

Future SC Office Hours

- Upcoming dates/topics:
  - Tuesday, September 3, 2024, 2-3 pm ET – Promoting Inclusive and Equitable Research (PIER) Plans
  - Tuesday, October 1, 2024, 2-3 pm ET – FY 2025 Continuation of Solicitation for the Office of Science Financial Assistance Program (Open Call)
  - Tuesday, November 5, 2024, 2-3 pm ET – Topic TBD
  - Tuesday, December 3, 2024, 2-3 pm ET – Topic TBD
  - Tuesday, January 7, 2025, 2-3 pm ET – Topic TBD
  - Tuesday, February 4, 2025, 2-3 pm ET – Topic TBD
- Additional information and registration links here: https://science.osti.gov/officehours

- **Zoom Poll**
  - How did you hear about BER office hours?
  - What additional office hours topics interest you?

Where to find more information

SC Office Hours	https://science.osti.gov/ber/officehours
Biological and Environmental Research (BER)	https://science.osti.gov/ber
BER Funding Opportunities	https://science.osti.gov/ber/Funding-Opportunities
Connect with a Program Manager	https://science.osti.gov/ber/About/Staff
GovDelivery	https://public.govdelivery.com/accounts/USDOEOS/subscriber/new
Biological Systems Science Division (BSSD)	https://science.osti.gov/ber/Research/bssd
Genomic Science Program (GSP)	https://genomicscience.energy.gov
Bioenergy Research Centers (BRCs)	https://genomicscience.energy.gov/bioenergy-research-centers
Bioimaging Research	https://science.osti.gov/ber/bioimaging-research
DOE Systems Biology Knowledgebase (KBase)	https://www.kbase.us
DOE National Microbiome Data Collaborative (NMDC)	https://microbiomedata.org
BER Structural Biology Portal	https://berstructuralbioportal.org
Joint Genome Institute (JGI)	https://jgi.doe.gov
Earth and Environmental Systems Sciences Division (EESSD)	https://science.osti.gov/ber/Research/eessd
Atmospheric System Research (ASR)	https://asr.science.energy.gov
Environmental System Science (ESS)	https://ess.science.energy.gov
Earth and Environmental System Modeling (EESM)	https://climatemodeling.science.energy.gov
Atmospheric Radiation Measurement (ARM) user facility	https://www.arm.gov
Environmental Molecular Sciences Laboratory (EMSL)	https://www.emsl.pnnl.gov

Thank you!