Minutes
UW School of Medicine and Public Health
Partnership Education and Research Committee (PERC) Executive Committee
November 26, 2014, 9:30 a.m., 4141 Health Sciences Learning Center

Members Present: Elizabeth Jacobs, Rick Moss (chair), Greg Nycz (phone), Tom Oliver, Elizabeth Petty, Jim Shull

WPP Staff: Tonya Mathison, Eileen Smith

Guest: Norman Drinkwater (PERC Review Subcommittee Chair)

1. Call meeting to order

Moss called meeting to order at 9:35 a.m.

2. Discussion and decision on October 27, 2014 draft minutes

The October 27, 2014 draft minutes were unanimously approved following a motion by Shull and a second by Jacobs.

3. Report on update to review process for PERC Opportunity Grants Program

Moss recalled a preliminary discussion by the Executive Committee in September 2014 which focused on the possibility of having external reviewers evaluate full applications for the Opportunity Grants Program. He proposed adding the following language to page four of the application guidelines, “As part of its review, the PERC Executive Committee may consult with one or two content experts within the University of Wisconsin.” Following discussion by the Executive Committee, there was a motion by Nycz and a second by Oliver which was later amended with approval by Nycz and Oliver as follows: “As part of its review, the PERC Executive Committee may consult with content experts within or outside of the University of Wisconsin.” The amended motion passed by unanimous vote.

4. Discussion of development of policy on matching funding

As part of a continuing discussion of the development of a policy for PERC on matching funding, the Executive Committee discussed the following overall concepts:

- PERC’s responsibility as a good steward of the funds is to make awards that will improve health in Wisconsin. Therefore, when making funding decisions—even when providing matching funding—PERC’s primary focus must first be on how the project will advance health.

- Two types of PERC match:
  - Institutional match: PERC funding is being used to match another funding source (e.g., ICTR or CTRI)
  - Competitive match: PERC funding is meant to eventually result in leveraging additional funding sources (e.g., Preventive Medicine Residency or Environmental Health Center).

- Appropriate to develop as guiding principles on matching funding rather than as a policy statement. Include the following guiding principles:
  - Alignment with mission, vision and outcomes of WPP Five-Year Plan required for all applicants, including those requesting matching funding
  - In order to adhere to WPP’s nonsupplanting policy,
• Applicant must clearly articulate how WPP funds will support unique/different aspects of the project which complements work supported by other funding source.

• Applicant must clearly articulate that WPP funds not used to replace other funds
  o PERC funding only guaranteed for duration of approved grant period, and, if applicable, approval of the subsequent Five-Year Plan. Any future funding requests must follow typical application protocol and undergo standard review process.
  o When seeking renewal funding from PERC, the applicant must demonstrate that WPP resources are vital and the project must show growth and revitalization.
  o If reduction in other sources of funds, PERC’s match is typically reduced by same proportion.

5. Discussion of draft Collaborative Health Sciences Program 2015 Request for Proposals

Drinkwater provided an overview of the draft Collaborative Health Sciences Program 2015 Request for Proposals. The most significant proposed changes were related to expanding the amount of information collected in the biographical sketches of the PI, Co-PI and Collaborators regarding pending proposals and active grants. WPP staff review this information as part of a technical review for nonsupplanting. The Executive Committee discussed and agreed that the standard NIH-style biographical sketch would be used to collect information on all active grants and any relevant concluded grants. Information on all pending proposals would be collected by a separate list required as part of the nonsupplanting section of the application. The Executive Committee also agreed with a recommendation by the Review Subcommittee that letters of commitment should be required from Co-PIs and Collaborators including organizations within and outside of the UW System.

WPP staff will revise the draft RFP to reflect the Executive Committee’s discussion.

6. Adjourn

Moss adjourned the meeting at 10:30 a.m.

Recorder, Tonya Mathison