



AGREEMENT #62912

**BETWEEN
UNIVERSITY OF UTAH
On behalf of the
NN/LM MIDCONTINENTAL REGION**

**AND
UNIVERSITY OF COLORADO**

Type of Contract:

Reimbursable/Fee for Service

Principal Investigator:

**Gerald Perry, MLS, AHIP
Director
Health Sciences Library
12950 E. Montview Boulevard
PO Box 6508
CB A003
Aurora, CO 80047
303-724-2133 (V)
303-724-2162 (F)
jerry.perry@ucdenver.edu**

Project Title:

**Development and Marketing of an Online
Community-Building Resource for Information
Professionals Interested in Library-based
CTSA Initiatives**

University of Colorado agrees to the following terms and conditions herein.

Section A – Statement of Work

University of Colorado agrees to provide its best efforts in performing the Work as described in the proposal attached hereto as Exhibit A (“Work”).

Section B – Period of Performance

The Work shall be performed during the period of May 1, 2010 through April 30, 2011, unless such period is extended in writing by both parties.

Section C – Consideration

In consideration of the **University of Colorado** performance hereunder, the amount of \$33,000.00 is agreed to as set forth in the detailed budget contained in Exhibit B attached hereto.

Section D – Payment

Progress payments shall be made based upon quarterly requests submitted. The amounts of all such progress payments shall be limited exclusively to allowable costs and shall be based upon verified progress in completing the performance. Each request should state the period being requested and should be submitted on **University of Colorado** standard billing form. All requests should reference Prime Contract N01 LM-1-3514. The final 10% of the award will be paid upon receipt of the final report of the project and an invoice for the final 10%. Invoices shall be delivered to:

Claire Hamasu, Associate Director
NN/LM – MidContinental Region
Eccles Health Sciences Library
10 North 1900 East, Building 589
Salt Lake City, UT 84112-5890


Section E – Principal Investigator

University of Colorado principal investigator(s) for the Work is Gerald Perry. Any amendment to this Agreement or changes in the Work shall be consummated by formal written amendment signed by the authorized signatories of both parties to this Agreement.

Section F – Termination

This Agreement may be terminated by either party in the event of substantial failure by the other party to fulfill its obligations under this Agreement through no fault of the terminating party, provided that no termination may be effected unless the defaulting party is given: a) not less than 30 calendar days written notice (by certified mail, return receipt requested) of terminating party's intent to terminate, and b) an opportunity for consultation with the terminating party prior to termination. Upon receipt of notice of termination, **University of Colorado** may discontinue all Work. In the event of such termination, **University of Colorado** shall be entitled to receive just and equitable compensation for any services completed to the date of termination in a satisfactory manner, as determined by the Sponsor and the National Network of Libraries of Medicine – MidContinental Region. Such compensation shall not exceed the maximum amount payable under this Agreement.

Section G – Applicable Law

~~This agreement, and all matters or issues collateral to it shall be governed by, and construed in accordance with, the laws of the State of Utah without application of any principles of choice of laws.~~ 

Section H - Confidentiality.

University of Colorado acknowledges that University is a governmental entity subject to the Governmental Records Access Management Act, Utah Code §§63G-2-101 to-901 as amended (“GRAMA”) that certain records within University’s possession or control, including without limitation, the Agreement, may be subject to public disclosure and that University’s confidentiality obligations shall be subject in all respects to compliance with GRAMA. Pursuant to Section 63G-2-309 of GRAMA any confidential information provided to University that Subawardee believes should be protected from disclosure must be accompanied by a written claim of confidentiality and a concise statement of reasons supporting such claim. Notwithstanding any provision to the contrary in the Agreement, University may disclose any information or record to the extent required by GRAMA or as otherwise required by law.

Section I – Publishing

The **University of Colorado** agrees to the publishing guidelines as outlined in Exhibit C.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives effective as of this 18th day of Oct, 2010.

UNIVERSITY OF UTAH

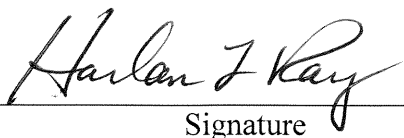
By: 
Signature

Name: Brent K. Brown

Title: Director, Office of Sponsored Projects

Date: 10-18-10

UNIVERSITY OF COLORADO

By: 
Signature

Name: Harlan L. Ray
Contracts Manager
Grants and Contracts

Title: _____

Date: 10/4/10

Exhibit A

Development and Marketing of an Online Community-Building Resource for Information Professionals Interested in Library-based CTSA Initiatives

Statement of Work:

The University of Colorado Health Sciences Library (UCHSL) will develop and market an online resource intended to foster collaboration, idea-sharing, role investigation and networking among information workers with an interest in Clinical and Translational Science Awards (CTSAs). This project links to the CTSA goals of: improving the conduct of biomedical research; engaging communities in clinical research; and training the next generation of clinical and translational investigators.

The primary audience for this project includes health sciences librarians, health informaticians, health informationists, health informatics professionals, and other information workers who share an interest or curiosity in CTSAs. A secondary but important audience includes local, regional and national CTSA and academic health sciences center leadership. The resource will be collaboratively built, leveraging the input of health librarians working at academic health sciences campuses with established CTSAs. Iterative versions of the resource as a platform will be vetted by the leadership of the Resource Libraries in the MidContinental Region, National Network of Libraries of Medicine. Editorial responsibility will rest with the UCHSL CCTSI (CTSA) Librarian.

The project will be organized according to a logic model construct. The UCHSL CCTSI (CTSA) Librarian will research, plan, create/implement and market a freely available online community where CTSA information professionals can interact. Anticipated outcomes are improved communications between information professionals involved in CTSAs, increased sharing of information about local CTSA-related projects, the identification of best practices regarding information services and CTSA interactions, and lessons learned from this project. The key performance indicator will be that information professionals from at least nine of the established CTSAs (38 institutions from 2006-2008), and one of the 2009 institutions will participate in the online community.

Objectives:

The UCHSL CCTSI Librarian will research, plan, create/implement and market a freely available online community where CTSA information professionals can interact. Anticipated outcomes are improved communications between information professionals involved in CTSAs, increased sharing of information about local CTSA-related projects, the identification of best practices regarding information services and CTSA interactions, and lessons learned from this project.

Activities:

- Perform an environmental scan of CTSA and related communications channels for librarians and information professionals (IPs)
- Compile a list of known CTSA IPs and places to look for others, contact a representative few to gather ideas about what kind of information and features the online resource should include
- Compile a list of known online platforms and their features for supporting the resource, and create and conduct a web based survey of CTSA ips to focus selection of an online platform;
- Rate different platforms based on as yet to be determined criteria
- Conduct an online web meeting with a handful of selected IPs to discuss features and marketing
- Create the resource
- Vet the resource among MidContinental Resource Libraries' leadership
- Invite known participants to contribute to the resouce
- Evaluate, use, and document project
- Seek input from the community of practice, from the constituencies served by the MidContinental Region, and from the community of practice of CTSA information workers
- Register the resource with Internet search engines
- Recommend the resource to the national CTSA website [see <http://www.ctsaweb.org/>]
- Promote the resource to the MLA Molecular Biology and Genomics Special Interest Group membership and via listservs such as the MEDLIB-L, AAHSL memberclicks list, and those serving bioinformatics communities of interest
- Submit results, observations and new “learnings” from the project as papers and posters for consideration at regional and national professional meetings, with the hope that news stories and articles about what is learned will additionally be published

Time Line:

- Quarter 1:
 - Perform environmental scan of CTSA and related communications channels for librarians and information professionals (IPs);
 - compile a list of known CTSA IPs and places to look for others,
 - contact a few CTSA informally to gather ideas about what kind of questions should be on a survey;
- Q2:

- Compile a list of known platforms and their features, create and conduct web based survey to focus selection of an online platform;
 - Rate different platforms based on to be determined criteria,
 - Conduct an online web meeting with a handful of selected information professionals to discuss further goals;
- Q3:
 - Create platform
 - invite known participants to contribute,
 - promote platform to others according to the promotional plan;
- Q4:
 - Continue to promote platform;
 - Evaluate use,
 - document project for presentation at various forums according to the promotional plan.

Evaluation:

The key performance indicator is at least nine of the established CTSAs (38 institutions from 2006-2008), and one of the 2009 institutions will participate in the proposed online community. This will be assessed based on attribution of participants who utilize the resource.

Deliverables

Deliverables are to be submitted to the NN/LM MidContinental Region in Salt Lake City, Utah

- Quarterly Reports are due 15 days after the close of the quarter.
- The NN/LM MidContinental Region will provide a template to use in completing the reports.
- Quarterly Reports will be due:
 - August 15, 2010
 - November 15, 2010
 - February 15, 2010
 - Last Quarter and Final Report due: May 30, 2010
- A final report including the final evaluation is due 30 days from the last day of the performance period. The NN/LM-MidContinental Region will provide you with the form to be completed. The final report must include a narrative summary of project accomplishments; sites where training was done and a description of training sites; description of target audience; list of exhibits, if applicable; approaches and interventions used; project evaluation results; observations on problems or barriers encountered; impact of the project; and recommendations for improvements, alternative methods, insights, etc. In addition, a graphical compilation of web site statistics, classes and demonstrations conducted of NLM databases, and meetings attended, must be provided.
- The final 10% of the award will be paid upon receipt of the final report of the project and an invoice for the final 10%.
- Any materials (promotional materials, training materials, articles etc) developed or produced for this project will be provided in electronic format (whether in ASCII, HTML, PDF, or other document formats). In accepting the award, the bidder gives permission for use of such materials by the NLM and NN/LM.
- The bidder may also be asked to provide information to the RML or to NLM, such as IP addresses, which will be used to track usage of MedlinePlus, PubMed or *ClinicalTrials.gov* by institutions participating in the project.
- Information on training materials developed under this contract should be submitted to the National Training Center and Clearinghouse (NTCC) (<http://nnlm.gov/train/suggest.html>).
- At the conclusion of the project, the bidder will submit one effective practice or lesson learned to the Effective Practices Collection.
<http://nationalserviceresources.org/effective-practice>

EXHIBIT B**Development and Marketing of an Online Community-Building Resource for
Information Professionals Interested in Library-based CTSA Initiatives****Budget****Budget Form**

Submitted by: _Gerald Perry. MLS, AHIP, PI

Date Submitted: _June 30, 2010

Period Covered: _May 1, 2010 – April 30, 2011

EXPENDITURE CATEGORY	AMOUNT
Personnel: Ms. Addie Fletcher, CCSTI and Online Education Librarian	\$20,200
Equipment	\$0
Supplies: Office supplies as needed, poster and manuscript preparation, postage, data storage	\$1,900
Communications: Internet and telephone connectivity including a phone line and enhanced DSL broadband services	\$1,090
Reproduction	None
Other Costs	
Travel: To attend the 2010 MCMLA Annual Meeting and other CE courses	\$3,000
UC Denver F&A	\$6,810
TOTAL	\$33,000

Following is a detailed cost breakdown and justification for each category. Attached please find a completed budget form.

1. Personnel: 0.55 FTE of a .60 position Salary for CTSA Librarian, \$15,420 + \$4,780 (approx) in benefits. Award funds will be used to enhance the current capacity of the Library's CCTSI Librarian by an additional .55 FTE. The scope of work for this project fits perfectly within Adelaide Fletcher's (Addie) current job duties and enhances her ability to more fully engage in the broader CTSA community of practice. Addie will additionally be in a position to bring awareness of the NNLM and RML programs, and NLM resources, to the attention of the CTSA community. Funds are needed to compensate her for her commitment of work. Contributions from PI Perry and Head of Education Traditi are in-kind.
2. Equipment: None requested.
3. Supplies: \$1,900. Award funds in this category will be used for standard office supplies as needed, poster and manuscript preparation, postage, data storage, and miscellaneous costs.
4. Communications: \$1,090. The incumbent CCTSI Librarian telecommutes and lives in a relatively rural location in Wyoming. In order to achieve the goals of this project, she will require an appropriate level of broadband and telephony resources. The Library therefore intends to invest in improved Internet and telephone connectivity including a phone line and enhanced DSL broadband services on behalf of the CCTSI Librarian at her home/telecommuting location. These enhancements could be construed as "Personal Appeal Items," and so note that the Library affirms that there is a legitimate purpose for the telephone and Internet connectivity and these resources will be managed in accordance with RML policy. Please note that due to the rural location of the incumbent, there may not be a market for competing telephony/Internet connectivity providers.
5. Reproduction: None requested.
6. Other/Travel: \$3,000, for travel to the 2010 MidContinental Chapter Medical Library Association Annual Meeting (Wichita, KS). A paper and/or poster proposal on the project described in this application will be submitted for presentation at the meeting, and the CCTSI Librarian will need funding support in order to attend and present.
7. Other/ICD: \$6,810 F&A. The University of Colorado Facilities and Administration (F&A) rate for this grant is set at 26%.

TOTAL: \$33,000

EXHIBIT C

Development and Marketing of an Online Community-Building Resource for Information Professionals Interested in Library-based CTSA Initiatives

Publishing

All Publications should include the following acknowledgement:

“This project has been funded in whole or in part with Federal funds from the National Library of Medicine, National Institutes of Health, Department of Health and Human Services under Contract No. N01-LM-6-3504 with the University of Utah.”

Recipients of NN/LM funding are strongly encouraged to consider publishing results from NN/LM funded projects in journals that make their contents freely available on the Web.

Publications Resulting from NN/LM funded Projects:

As of April 7, 2008, final peer-reviewed manuscripts arising from NIH funds must be submitted to PubMed Central upon acceptance for publication.

The NIH Public Access Policy at <http://publicaccess.nih.gov/policy.htm> ensures that the public has access to the published results of NIH funded research. It requires scientists to submit final peer-reviewed journal manuscripts that arise from NIH funds to the digital archive PubMed Central (<http://www.pubmedcentral.nih.gov/>) upon acceptance for publication. To help advance science and improve human health, the Policy requires that these papers (<http://publicaccess.nih.gov/FAQ.htm#b1>) are accessible to the public on PubMed Central no later than 12 months after publication.

The NIH Public Access site should be consulted for additional information:
<http://publicaccess.nih.gov/policy.htm>.

Section 508 Compliance:

According to the Department of Health and Human Services synopsis of Section 508 accessibility requirements, Federal agencies are obligated to make all electronic and information technology (EIT) that they develop, maintain or use compliant with Section 508. EIT purchases made on or after June 25, 2001, are subject to Section 508.

It should be noted that other Federal regulations and guidelines (e.g., Section 501 and Section 504 of the Rehabilitation Act) require equal access for individuals with disabilities. Therefore, Federal agencies are required, upon request, to provide information and data to individuals with disabilities through an alternative means of access that can be used by the individuals.

Section 508 Compliance information is at <http://www.section508.gov>