

All Things NIMSS Outline

February 23, 2021

Rick

Why are we hosting this work session?

- High turnover in leadership in the Northeast
- Recurring questions
- NIMSS is a system that some use occasionally, some infrequently and some are power users

What do we intend to do this morning?

- We're not going to do powerpoints, this is meant to be a conversation.
- We invite you to ask a question or share a comment at any time. You can do that in either the chat box or by un-muting yourself and letting go.
- I'll first do an overview and set the stage for this work session.
- Assist to build a common lexicon, many acronyms.
- Then, I'll turn the control panel over to Dave to do some live walk-throughs.
- Then we'll engage in a Q/A.

Background

- NIMSS is the National Information Management and Support System.
- Home grown system that has migrated among institutions and is currently housed at Clemson University.
- It's funded as National Research Support Project (or NRSP1) using off-the-top funds from the authorization of Hatch Multistate funds. The annual cost of NIMSS to the system in FY21 is \$136,618. That supports the technology (largely servers, hosting and backups) and system administration and development (largely Clemson people).
- This system is the nation's platform for tracking umbrella projects, cradle to grave, supported by Hatch Multistate funds (Hatch Multistate Research Fund [MRF]).
- In the Northeast, Hatch Multistate funds are approximately \$11 million annually and matched 1:1 by non-federal funds. We currently have 28 active multistate research projects (NE series), 3 ERA's (NEERA series) and 7 coordinating committees (NECC series).
- For all projects, NERA numbers the projects, using the first two digits as the first year of approval. Further, all the projects in the previous series above are 5-year projects. Hence, a project that is numbered NE 18XX started on October 1, 2018 and will terminate on September 30, 2023.
- NERA's primary decision making group that keeps all things Hatch Multistate going is the Multistate Activities Committee (MAC).

- Chaired by Jan Nyrop (Cornell) and includes Eric Wommack (UD), Puneet Srivistava (UMD), Matt Wilson (WVU), Andra Johnson (PSU Extension), and Amy Ouelette (UNH Extension).
- MAC makes decisions on requests to write (NIMSS and NERA parlance for project initiation) and makes recommendations to NERA on peer-reviewed project approvals.
- Dave and I serve as the Regional System Advisor (RSA) for NIMSS.
 - View us as go to resources
- The other “go to” resource is the [NIMSS User Guide](#) or NIMSS Manual.

NIMSS

- One of the elements of NIMSS that makes the system difficult is that users tend to be infrequent and are dependent on remembering what they might have done a year ago or more.
- From a business flow standpoint, the actions that directors are mostly engaged in include:
 - Requests to write
 - Annual meeting authorizations
 - Submitting annual reports
 - Approving annual reports
 - Assigning editors
 - Inviting participants
 - Approving proposals
- Both directors and business officers are engaged in:
 - Submitting Appendix Es
 - Approving Users
 - Editing Appendix E’s including removing Appendix Es from the station
- RSA’s business actions include:
 - The back of the house stuff
 - Updating station information
 - Adding a new station
 - Adding NIMSS users
 - Editing station information (that’s a big one this year)
 - Updating profiles

Urban Myths about Northeast Multistate projects

- Only participants from LGUs are allowed as project participants
- Only participants from the Northeast are allowed as project participants

The absolute truth

- Dave and I are here to help you.

Dave:

- Dave uses the questions below and demonstrates how to answer the questions on screen.
- How do I initiate a request to write a new proposal?
 - 1.) contact NERA
 - 2.) (walkthrough)
- How do I view a project?
- How do participants join multistate projects?
 - Appendix E form, approved by home station director
- How do I add a participant? / How can they add themselves?
 - (Participants > Draft/Edit > Draft New)
- Who can approve an Appendix e participation form?
 - (Station Directors and any other station designees)
- Can a participant be assigned to two stations?
 - (No)
- What happens if a new faculty member comes from another station/LGU?
 - (For station change, need to remove old appendix e's before submitting new one)
- Can I add non-LGU participants to NIMSS?
 - (Yes, contact NERA)
- Why doesn't my approved CC/ERA participant appear in REEport?
 - (Only multistate projects require REEport project initiations)
- How do I authorize an annual meeting?
- How do I enter an annual report?
 - Reports/Meetings » Draft/Edit Report
- Why can't a user see the "draft/edit report" options?

- (Needs to be assigned editor access, contact NERA)
- How do I approve an annual report?
 - Meetings/Reports > approve an annual report