National Cancer Institute

U.S. DEPARTMENT
OF HEALTH AND
HUMAN SERVICES

National Institutes
of Health

Overview – The Life Cycle of Programs at the NCI-Frederick

NCI-Frederick Advisory Committee

January 25, 2012

Initiation of New Programs at NCI-Frederick

- Ideas for new research programs come from the NCI Divisions, Offices, and Centers (DOCs).

- As appropriate, advice and input on concepts for new programs are obtained by the DOCs.

- The DOCs are responsible for funding each new program.

- New program concepts are often discussed with NCI-Frederick staff (both government and contractor) to help sort out the implementation details - but the final statement of work (SOW) for the new program is the responsibility of the DOCs.

- New projects are brought to the NCI-Frederick through an electronic request system called Yellow Tasks.

NCI-Frederick

Initiation of New Programs (cont.)

- Requests to initiate new programs (Yellow Tasks) are sent to the NCI-Frederick Project Officer (PO) and Contracting Officer (CO) to determine;
  - Is the effort within the scope or special competency of the FFRDC?
  - Does capacity exist to carry out the effort?
  - Is the work considered inherently governmental?
  - Does funding exist for the project?
  - Are the costs proposed reasonable, allowable and allocable?
  - Can the work be accomplished most effectively as a grant, contract, or through the FFRDC?

NCI-Frederick

Initiation of New Programs (cont.)

- Following approval of the Yellow Task by the NCI PO and CO the proposed programs are brought to the OTS contractor who will determine how to proceed with the effort
  - To facilitate complicated or large programs the contractor may develop a project team composed of both government and contractor staff.
  - The contractor/project team may recommend to perform the effort in-house (NCI-Frederick) or choose to outsource the requirement.
  - If the effort is outsourced the contractor would openly solicit and evaluate all proposals following commercial best practices which generally follow the spirit and intent of the normal NIH/NCI procurement processes found in the NIH Policy Manual.
  - The final source selection is made by the contractor but the process and final selection may be reviewed and concurred to by the NCI CO and PO.

NCI-Frederick

Monitoring of Programs at the NCI-Frederick

- The monitoring of dedicated research programs at the NCI-Frederick is the responsibility of the sponsoring NCI DOCs.

- The appropriate source of advice and frequency of monitoring of dedicated research programs is determined by the DOCs.

- The monitoring of shared-service programs at the NCI-Frederick is the responsibility of the NCI-Frederick Office of Scientific Operations (OSO).

  o Advanced Technology Program (ATP)

  o AIDS and Cancer Virus Program (ACVP)

  o Laboratory Animal Sciences Program (LASP)

NCI-Frederick

Monitoring of Shared-service Programs

- Advanced Technology Program (ATP)
  - Since 1998 complete review of all laboratories every 3 years
  - Review committees are composed of NCI/NIH users (PIs) and outside experts (50/50)
  - Reviews cover administration cost, personnel, core services, technology development, and value added to NCI
- AIDS and Cancer Virus Program (ACVP)
  - Review of both the PI research effort and core service laboratories every 3 years - conducted by the NCI Board of Scientific Counselors (BSC)
- Laboratory Animal Sciences Program (LASP)
  - Annual review of selected parts of the program done by contracted outside experts

NCI-Frederick

Monitoring of Dedicated Programs

- Dr. Grodzinski - Office of Nanotechnology Research (OCNR), CSSI; Nanotechnology Characterization Laboratory (NCL)

- Dr. Doroshow - Division of Cancer Treatment and Diagnosis (DCTD)

- Dr. Wiltrout - Center for Cancer Research (CCR)

NCI-Frederick