

Project Management Center March 2022 Release

Project Management Center (PMC) 5.0 Release provides several helpful updates, which are designed to enhance the user experience and improve reporting functionality. Here’s everything you need to know about these updates, which will be available to users on Mar. 1, 2022.

Please note: Federal Energy Management Program (FEMP) users are only impacted by the verification of personally identifiable information (PII). Financial Assistance (FA) recipients are impacted by all changes.

VERIFICATION OF PII

- Change:** All new external users (FEMP and FA) will be required to verify that the PII submitted as part of their new user request is correct. Additionally, all existing external users (FEMP and FA) will need to verify annually that their PII is correct.
- Reason:** This enhancement is part of EERE’s continuous process improvement in cybersecurity initiatives.
- Impact:** New user registration has been enhanced to include user verification that their PII is correct. Annually, prior to completing any action in the PMC, all users will be directed to their User Account Information to verify that their PII is still accurate.

FEDERAL ASSISTANCE REPORTING CHECKLIST REORGANIZATION

Change: Federal Assistance Reporting Checklist (FARC) reporting sections were reorganized as follows:

PREVIOUS	CURRENT
I. Project Management Reporting	I. Project Management Reporting
II. Scientific /Technical Reporting	II. Award Management Reporting
III. Closeout Reporting	III. Closeout Reporting
IV. Other Reporting	IV. Post-Project Reporting

Reason: The purpose of reorganizing the FARC is to better align reporting sections with accountability. For example, most Project Management Reports will be submitted and reviewed by technical members of the project team, while most Award Management Reporting will be submitted and reviewed by business/operational members of the project team. Also, the reorganized sections better align reports by submission frequency and schedule.

Impact: The reorganized FARC is applicable to all FA awards made or modified after Mar. 1, 2022. The reorganization will be displayed in both the printed FARC and the electronic FARC in the PMC.

SCIENTIFIC AND TECHNICAL REPORTING AND INTELLECTUAL PROPERTY REPORTING

Change: Previously, Scientific and Technical (STI) Reporting was included as a separate section of the FARC, and Intellectual Property Reporting (IP) was included in the “Other Reporting” section of the FARC. These reports are now grouped under Project Management Reporting with a frequency of ‘As Specified’ (A5) and ‘Post-Project’ (P).

Reason: STI (publications, datasets, etc.) and IP (inventions, patents, licenses, etc.) are valuable contributions to the scientific community and indicators of the impact of EERE-funded projects. Including STI and IP as part of project management aligns these reports with other project milestones and accomplishments.

The new post-project frequency was created to highlight the existing requirement that STI and IP, if produced, should be submitted to [OSTI E-Link](#) or [iEdison](#) during and after the project period of performance.

Impact: The reorganized STI and IP reporting and 'As Specified' (A5) and 'Post-Project' (P) frequency is applicable to all awards made or modified after March 2022. These frequencies will be automatically assigned to all FARC's after March 2022. While this may result in a change to the FARC for some recipients, these reporting requirements are reflected in award IP Provisions and Terms and Conditions.

DEMOGRAPHIC REPORTING

Change: For all FA awards with a project start date after Mar. 1, 2022, demographic reporting will be required for the Principal Investigator (PI) and Business Contact within 30 days of award. PIs and Business Contacts of projects that started prior to March 2022 are encouraged, but not required, to submit demographic information.

Reason: Demographic reporting was previously included as an appendix to quarterly reporting. To better protect the confidentiality of this information and to better visualize the report, EERE has included demographic reporting as a stand-alone report. Demographic data will be used by EERE to assess what communities we are reaching and inform next steps in our efforts toward diversity, equity, and inclusion.

Impact: A web-based demographic report based on the FARC was added to the PMC. All PIs and Business Contacts will have access to this report after Mar. 1, 2022.

PARTICIPANTS AND COLLABORATING ORGANIZATIONS & CURRENT AND PENDING SUPPORT

Change: 'Participants and Collaborating Organizations' as well as 'Current and Pending Support' have been removed as data elements of quarterly reporting and added to the FARC as stand-alone reports.

Reason: These reports were removed from quarterly reporting so that EERE can better track this information and identify when changes have been made.

Impact: Awards made or modified after Mar. 1, 2022, should submit any changes to Participants and Collaborating Organizations as well as Current and Pending Support as a stand-alone report to the PMC.

ADDITION OF UNIQUE ENTITY IDENTIFIER (UEI) TO THE PROJECT RECORD

Change: A new field to collect the UEI was added to the Project Overview of awards.

Reason: By April of 2022, the federal government will stop using the data universal numbering system (DUNS) number to uniquely identify entities and will instead transition to using the UEI number. In anticipation of this change, EERE is transitioning from using the DUNS to the UEI.

Impact: The Project Overview page of awards has been updated to include a new field to collect the UEI. This change is only visible to internal (EERE) users.

CONTACT US

If you have any questions about these updates, or need any assistance using the Project Management Center, please contact the EERE Information Systems Help Desk at itsihelp@ee.doe.gov. Support is available Monday–Friday, 8:30 a.m.– 5 p.m. ET.