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Office of the President
PPM-006-2017 (CGHE)

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SUBJECT: Integration of Sponsored Extramural Awards within the Center for Global Health Engagement

References: PPM-006-2016, Center for Global Health Engagement Organization
Uniform Guidance 2016, dated 22 July 2016

1. **Purpose:** To describe the management and integration of global health engagement related grants, cooperative agreements and contracts that are supported through Uniformed Services University (USU) extramural efforts and intended to be executed through the Center for Global Health Engagement (CGHE)
2. **Applicability:** This policy applies to all the schools, agencies, institutions and centers that comprise the USU.
3. **Policy:** University accepted global health engagement efforts and studies will be executed through the CGHE as described below.
4. **Background:** In December 2015, USU established the CGHE with the mission to lead, integrate and synchronize the University's contributions to Department of Defense (DoD) Global Health Engagement (GHE) and National Security Objectives by providing a hub for GHE thought leadership and knowledge, strategic communications and outreach, operational support, research, and capability integration of education, training and planning. The CGHE will facilitate accomplishment of the goals laid out in the USU Strategic Framework and will help ensure fulfillment of the Office of the Secretary of Defense for Health Affairs (OASD(HA)) desire for USU to have integrated GHE capabilities that support the Joint Force and the Military Health System.
5. **Organization:** In order to fully operationalize CGHE and USU efforts that support the Geographical Combatant Commands (CCMDs), U.S. Government (USG) inter-agency efforts and the DoD, extramural efforts described as GHE in nature will be integrated and executed through the oversight of the USU Office of Research and Office of Sponsored Programs (OSP), and managed through the efforts and leadership of the CGHE, specifically through its Operations and Joint Force Support Division. VPR will establish a specific CGHE grant portfolio to allow for grant alignment to that Center.

6. The Operations and Joint Force Support Division provides for program execution and CCMD support coordination for all extramural CGHE awards. Assigned and attached Principal Investigators (PI), Co-Investigators, Associate Investigators and staff will execute their programs through effective communication, fiscal oversight and coordination through the Operations and Joint Force Support Division Director and under the oversight of the CGHE Center Director.

7. Procedures:

- a. Reporting Requirements. The Operations and Joint Force Support Division will coordinate and schedule recurring reporting requirements for all assigned Center extramural efforts. The format and timeline should be consistent with the Center's current 30 day division reports and updates and summaries should be made available for distribution as required.

- b. Fiscal Oversight Requirement. The CGHE, through the Office of Sponsored Programs (OSP), and the awardees will manage the fiscal execution of assigned extramural efforts and maintain fiscal reporting and accountability per USU guidance and policies. The Operations and Joint Force Support Division will be arranged and structured to provide effective budget management knowledge and expertise, and provide the PI and the program staff with budget summaries and budget actions to effect grant/cooperative agreement/contract execution within the scope of their respective Statements of Work (SOW).

- c. Principal Investigator Relationships. All grants/cooperative agreements/contracts will have a USU approved or assigned PI. While it is understood that not all PI's may be assigned to the CGHE, the CGHE and its program PIs will cooperatively coordinate and jointly develop the application phase during the development period as well as review grant/cooperative agreement/contract direction during execution phases. The PI retains the scientific authority as well as the ability to prioritize efforts and expenditures with expectations of sustained communication between the program and other center requirements. The Director of the CGHE will retain the responsibility to coordinate with USU Vice President for Research (VPR) on PI assignments for programs and initiatives assigned to the CGHE.

- d. Integration Requirement. All extramural awards that are to be assigned to the CGHE for execution will have a full expectation to be appropriately integrated into the full CGHE structure and mission. This includes all potential integration and involvement opportunities of Center-assigned assessment, monitoring and evaluation capacities and expertise as well as the opportunity for training and professional development division staff to observe and provide capacity to update and enhance center-based curriculum. Attached or assigned extramural programs will be also be required to coordinate with the efforts of strategic partnership and the research divisions, to maximize efforts and effective communication opportunities with the geographical CCMDs, USG inter-agency and other global health stakeholders.

e. Knowledge Sharing Requirements. USU senior leadership is responsible for integrating GHE activities within the construct of the CGHE. This integration will ensure that any lessons learned, information gathered, methodology, and practices will be shared to the fullest extent possible to support the assigned goals of the CGHE, which serve the DOD GHE community as a hub of knowledge, document repository and facilitator of thought leadership.

8. Release: This policy is approved for release to all personnel and organizations with involvement or interest in GHE.

9. Effective Date: PPM-006-2017 is effective on date of signature.

A handwritten signature in black ink, appearing to read "RW Thomas".

Richard W. Thomas, MD, DDS, FACS
Major General, U.S. Army (Retired)
President