

NCURA PRE-AWARD FUNDAMENTALS WORKSHOP
NCURA NATIONAL MEETING
Sunday November 2, 2008

Research Administration Purpose and Environment

Who are we? What is our purpose? How do different organizations organize themselves to achieve that purpose?

Functions and Organizational Models

What does the Research Administrator's world look like? What is it made up of? Who is in it and what do they need/want to accomplish? What do I need to know about the people I help?

Institutional and Individual Perspectives

Preaward Services-Angela and Cindy

What specific kinds of things do we do to help faculty send proposals out?

Pre-Award Services

Institutional Checklist

Electronic Research Administration

Developing a Proposal Budget-Nancy and Susan

How do we estimate and plan the costs needed to run a project?

What rules do we need to understand and follow to do our work? Where do they come from?

What are the basics I need to understand?

Legal Framework

OMB Circulars

A-21 Cost Principles

A-110

A-133, Audit

Cost Sharing

Preparing a Proposal Budget

Subawards/Consulting Agreements/PO's

Other Important Administrative Issues

Site Visits, Pre-award Audits, Rejections, Award Negotiations

Compliance Issues

Focus Groups

Break out sessions for several (4) groups to focus on particular topics of interest in a little more depth.

Proposal Development Services and Strategies

Proposal Budget Preparation

Award Negotiations

Compliance