Bill Sharp, Compliance Manager/Contracts Officer, Contract Negotiations and Research Compliance for The University of Kansas has been named Editor for NCURA’s scholarly journal, Research Management Review (RMR) for a three year term.

RMR is concerned with the broad range of issues affecting the administration of research and the changing research environment at the national and international levels. Published online at http://www.ncura.edu/rmr, RMR provides a forum for the dissemination of knowledge about the study and practice of the research administration profession.


Manuscripts may be submitted electronically to wsharp@ku.edu.

“James Casey and the editorial board have done a great job over the past few years putting together a series of in-depth, well-researched, and well-documented articles for Research Management Review. I hope I can help build on the good momentum they have maintained. If you or someone you know is well versed in a particular topic and can contribute to our understanding of some aspect of research administration, I encourage you to share your ideas with me. Author instructions can be found on the RMR website at http://www.ncura.edu/rmr.”

Bill Sharp
NCURA will celebrate its 50th birthday in 2009. NCURA began in 1959 with 25 members and currently has over 5,000 members. Much of this membership increase has taken place after its change to strategic governance in 2000. As NCURA prepares for this milestone, national and regional leaders will meet from July 29 – July 31 at the Villanova Conference Center for a weekend of dialogue. The summit, which was first done in 1987 and referred to as a Regional Congress, will include the Board of Directors and three member leaders from each of the seven NCURA regions.

Over time, many associations have seen a decrease in volunteerism. Fortunately, NCURA has remained successful in attracting volunteers to support its activities. In fact, NCURA has struggled to find opportunities for all the volunteers that have stepped forward. This is a result of programs such as the Leadership Development Institute (LDI) which was initiated to develop future leaders for NCURA. In spite of the success in having members volunteer and the LDI program there have been instances where it has been difficult to get members to run for both regional and national office and for members to provide nominations for NCURA awards. The summit is intended to bring regional and national leaders together to address these and other issues and to make certain that NCURA's next 50 years are as successful and that we are an organization with active, plentiful and strong leadership.

Jerry Fife is the 2005 NCURA President and serves as the Assistant Vice Chancellor for Research Finance, Vanderbilt University.

Volunteers Needed For Newsletter Editor!

Are you a persuasive person? Do you have your pulse on what is happening in research administration? Do you want to be on the cutting edge of ideas and best practices? Can you edit an article? If you can answer yes to these questions you have the skills necessary to be the next editor (or co-editor) of the NCURA Newsletter. The current newsletter editors, Marianne Woods and David Richardson, will transition out of this position on December 31st. As co-editor you will need to make a three year commitment to producing the newsletter. NCURA’s fine staff will assist you with the publication, as will the many contributing editors. So don’t put off volunteering for this creative and fun position. Throw your name in the hopper! Information on how to volunteer will be coming to you via email in the coming weeks.
This article will address the concept of Conflict of Interest (COI), the current status and the possible future. Let’s first gain a historical perspective.

It has been over ten years since many of us discussed the efforts of the Federal Government to control COI. Many of us were convinced but paralyzed with the thought that the Feds were planning to require us to send a volume of justification for each faculty member to enable the Feds to render the decision as to whether or not a PI was permitted to work on a research project. Filing paperwork would require weeks; negotiations between PIs and the Feds would possibly be protracted. Look at the ITAR/EAR time frames.

The institutions, assisted by COGR, FDP and other affiliations made a counter-offer to the Feds and won (or lost), by offering to take responsibility themselves. The result was that we absorbed the effort from the Feds and accountability for a diligent effort. Be careful what you ask for, you might get it!!

I think the real benefit for the institutions having a high level of control was to be able to apply more local practices to what we do and have some needed flexibility rather than administration by the Feds. There is always the threat of being subjected to a one-size-fits-all yardstick.

Well, in the midst of the frenzy, the research administration establishment was predicting serious controls on NIH scientists, essentially denying them collegial relationships essential for communication and progress. Everyone then projected serious consequences for the university community. With these constraints being contemplated, the university administrative types started contributing to their own demise with knee jerk reactions. Maybe it is time to step back and assess what we are doing to ourselves and where we might end up.

We could create still another situation for ourselves that in 10 years will be unrecognizable; it will have taken on a life of its own and we will be its main cause. Let us instead spend our precious time removing compliance burden...at least our mantra would be streamlining. Let’s not submit to the frenzy and submit to our grand talents of problem solving by inventing still more complexity. I maintain that Conflict of Interest decision making is where it should be, localized at the institutions and under their control. It is working and we all have a vested interest in it continuing where it is and what it is.

Everything was progressing nicely, we had flexibility and another unfunded mandate (we’re used to them) and the Feds were able to operate with confidence that the institutions were steering the ship. Then, bam (that’s a batman term) the NIH perceives that their own employees are involved in massive COI problems. The lead accusations, unsubstantiated of course, were that these top scientists at NIH were involved in lucrative relationships, big-time hands in the big-time cookie jar and everyone believed it. The rumors went wild and investigations ensued. The Congress got involved and also the media. It was a wild frenzy. It’s over. There isn’t any substantiation of all of this, predictably, and there isn’t an apology...just damage to the research enterprise.

Recall, there are really only two agencies mandating COI effort, NSF and NIH. Most of us have reached a plateau on satisfying the COI constraints. If a new regulation or common rule is applied, would problems that we perceive be avoided? I really don’t think so! We’re doing a great job with Conflict of Interest. Let’s show some courage. Let’s defend it and resist added requirements.

Richard Miller serves as Director, TEES, Texas Engineering Experiment Station, Texas A&M University System.

Be careful what you ask for, you might get it!
NIH to pilot data through Grants.gov in spring/summer... Goal to go live for select grants types by fall of 2005

The National Institutes of Health’s electronic Research Administration (eRA) is working closely to integrate its system with Grants.gov, the main federal portal for finding and applying for grants, with the goal of accepting live applications for select opportunities and grants mechanisms through Grants.gov in fall of 2005.

NIH eRA will run a system to system pilot with Grants.gov in the spring or summer of 2005, using the standard federal form 424RR used by Grants.gov to receive electronic applications.

Towards that end, eRA has mapped the 424RR data elements to the eRA database and submitted data elements specific to NIH from its PHS 398 form to supplement the 424RR. Grants.gov will complete soon the development of the PHS-specific forms and schema. In addition, eRA has defined business validations for Grants.gov and requirements for generating a grant image based on the 424RR format. While eRA designs and develops the software to receive Grants.gov applications via a system-to-system interface, it is also working on the instructions tailored to PHS applicants that will accompany the new forms set.

Live applications in fall 2005
Much more is in the works.

Last summer, eRA conducted a basic system-to-system testing with Grants.gov to check fundamental functions such as its ability to download packages from Grants.gov. This spring or summer, eRA will build on that experience by inviting Commons Working Group members to participate in user acceptance testing. The goal of the exercise will be to get as much feedback as possible from participants both to iron out any wrinkles and to see how best to attenuate the grants community to this major change in grant submission.

This summer, eRA plans to implement lessons learned in the user acceptance test and conduct a pilot using live applications. eRA is weighing two approaches — one is to find a Request For Application (RFA) grant opportunity from an institution willing to try out cutting edge electronic submissions; the second way is to set up a grant opportunity that will be open to a certain number of people who will apply in a “live” fashion. The pilot will set the stage for eRA to accept applications live through Grants.gov for select opportunities and grant types in the fall of 2005.

eRA and Grants.gov will work together to set up a seamless technical assistance program for applicants. Some questions will pertain to Grants.gov while others will fall to NIH, but the user should receive immediate answers for all queries.

NIH to validate applications

NIH eRA’s role in accepting grants applications through Grants.gov will consist of running validation checks on those applications to ensure that they are compliant with NIH and other Health and Human Services (HHS) business rules. If the application has errors that make it unacceptable or warnings that indicate the applicant may want to redo certain portions, the error or warning messages will go back to the applicant via the NIH eRA Commons. The applicant will have the opportunity to correct the application before final submission through Grants.gov.

After validation, the Principal Investigator (PI) and Signing Official (SO) will view the new grant image in the Commons and if content with the image, will verify the application, tantamount to a sign off. The PI and SO will also have the option of rejecting the application and trying again or submitting on paper.

With Commons playing an integral role in this process, it is important to emphasize that PIs and Signing Officials who plan to submit through Grants.gov need to be registered in the Commons.
eRA is also working with the Department of Health and Human Services’ Operating Divisions (OPDIVs) — such as the Agency for Healthcare Research and Quality (AHRQ) and in a more limited fashion with Health Resources and Services Administration (HRSA) with the goal of accepting their applications through Grants.gov.

**Role of Service Providers**

As this Grants.gov-NIH eRA collaboration continues to grow, eRA envisions that the current eRA Service Providers — those companies that have been the intermediary between applicants and NIH in electronic submission — will have their own role in the process. Just as Grants.gov is working with federal agencies like NIH to build a system-to-system interface, it is working on similar exchanges with applicants, such as universities like the Massachusetts Institute of Technology (MIT) and some Service Providers offering commercial products and services to grantees.

Service Providers will modify their existing systems so that they can submit applications to Grants.gov. It is anticipated that some applicants will rely on these Service Providers to provide business validations upfront to ensure that their first grant submission is successful.

eRA also foresees that error messages from NIH to the applicant will be routed to the Service Provider, instead of working through the Commons.

Another opportunity for Service Providers may be to assist those applicants who may be working from Macintosh computers that are not compatible with the PureEdge Viewer system that Grants.gov uses for submitting applications.

**Submitting grants electronically to NIH**

While Grants.gov will ultimately be the main portal for electronic grant submission, they are fully supportive of NIH’s current system-to-system approach as an interim gateway to initiate the electronic process for submission. This approach involves applicants using a Service Provider, one of six companies that offer high-end software compatible with NIH systems, to submit electronic applications directly to NIH. The Service Providers provide the system in which to enter the appropriate information and convert it into the proper electronic format to send to NIH.

NIH has successfully tested direct electronic submission through four pilots since October 2003. In these pilots, Principal Investigators from more than 30 institutions around the country have submitted more than 100 applications to NIH through a Service Provider. In January 2005, NIH reached a major milestone when it opened the door for applicants to electronically submit an unlimited number of select grants.

Applicants recognize there are many pluses to submitting a grant application electronically. Images of electronic applications are in color instead of black and white for scanned paper applications. The graphics on electronic applications also are clearer than any scanned image of applications submitted on paper. The electronic process also has built in checks to prevent the applicant from common errors that can lead to problems in grant submission or delays in review.

In addition, by using electronic submissions, the NIH hopes to shorten the waiting time from submission to award. For instance, with electronic submissions, NIH’s Division of Receipt and Referral does not need to scan upon receipt as it does paper applications.

NIH has embarked on this initiative with the vision of saving time, paper and space and streamlining the grant application process. Paperless submission is the wave of the future.

**Applications due June/July**

The next round of competing grant applications are due June 1, 2005 and July 1, 2005. For those dates, NIH will electronically accept R01s, R03s and R21 grant applications (new, competing continuation and revised) that are modular (seeking less than $250,000 a year). Other restrictions may apply. NIH continues to pilot full budget applications.

For detailed information on submitting competing grant applications electronically, go to http://era.nih.gov/Projectmgmt/SBIR/sbir_grants.htm. NIH encourages all applicants to get in touch with a Service Provider and send in their applications electronically. You can also find more information about eRA’s collaboration with Grants.gov on this website.

*Manju Subramanya is Writer/eCGAP Liaison to Service Providers, LTS Corporation on site at the National Institutes of Health.*
The key to a successful audit is attitude and preparation. This is not to say that there will never be findings but hopefully a more positive experience. Preparation begins when notification is received that an audit is coming. The first thing to do is to assign someone to be in charge of handling the audit (the audit liaison). There may be a person currently charged with that responsibility or it could be a compliance officer or a member of management.

The audit liaison should find out as much information as possible such as what type of audit it is and when it is scheduled. There are many types of audits, including financial, operational, pre-award, post-award, test of transactions, etc. There is never a good time for an audit. If the time that they schedule is not good, attempt to negotiate a different time. If they have the flexibility and there is a legitimate reason, they will probably negotiate.

The auditor may ask for reports or policies to get an overview. The liaison should review them before they are sent out to see if anything needs to be updated or if anything looks unusual, which will get an auditor’s attention. For example, if it is a post-award audit and the project has been closed out, look at the dates to make sure that everything was completed timely. If not, document and be prepared to defend. Based on what the auditor receives, samples will be selected for review. These samples can be randomly or judgmentally selected based on risk or the population of information. Once again, given enough time, review the samples before submitting to the auditor. Make sure that all documentation is present and organized.

If the auditor asked for copies of policies and procedures, make sure that they reflect current documented procedures. Look for internal controls such as segregation of duties related to deposits, approvals, expenditures, etc. When in doubt, DOCUMENT!! Document any deviations from policy or procedure, waivers, approvals, etc.

The audit liaison should arrange and attend all meetings, including Entrance and Exit conferences, tours of labs and testing of fixed asset locations. By attending the meetings, they can check credentials, set the tone and attitude of the meeting, and offer support to the auditees. They can gather and communicate information from the meetings to give to other personnel and management to brief them on possible questions or situations that may arise. This may be called coaching, but having knowledge of possible questions allows your personnel to formulate answers and not be blind-sided. Consider it as a training benefit. Send out reminders on policies and procedures, internal controls and any information generally related to the audit.

In the Entrance Conference, answer questions calmly, confidently, and honestly. BE HONEST! If questions are not answered honestly, and the auditor discovers it, credibility is lost and the attitude of the audit will most likely change. If something is being done incorrectly, admit it, make corrections, and move on. Answer only the questions that are asked. Be cautious about expanding on information. Do not feel rushed or pressured to answer quickly. It is okay to ask to review the information and get back to the auditors. Give a timeframe and get back to them with an answer.

Through the meetings and discussions, an expected outcome should be evident. Most auditors will communicate findings prior to the Exit Conference which allows time for improvements prior to the meeting.

The Exit Conference should be a formality if there has been good communication throughout the audit. If there are outstanding issues, point out policies, procedures, or samples to demonstrate practices that have a positive influence on the audit. If issues are brought out and a corrective action has been implemented, point it out.

When the audit report is released, if any findings are listed, a management response is usually required. First, determine who receives the report. Will it be the President/CEO, Board of Trustees or Regents, or maybe the Governor’s office? Generalize the responses unless a specific corrective action can be put in place. If issues were mentioned, do not feel pressured to commit to a correction. State that the issue will be reviewed to find the best solution. Be cautious of “best practices.” One process does not fit every situation.

If there were issues, chances are that the auditors will be back. Be sure to implement and monitor the corrective action indicated on the audit responses. It will look especially bad if the issues have not been corrected when a follow-up audit is performed.

Lisa Akin, CPA, CIA, serves as Internal Compliance Monitor, Texas Engineering Experiment Station and Julie A. Bishop is Academic Business Administrator II, Texas A&M University System Health Science Center.
### Principles of R&D Contracting

This video workshop will serve as a training opportunity for research administrators in central and department levels who are assigned the tasks of identifying contracting opportunities, submitting contract business proposals, and negotiating and managing federal contracts. In addition, the conference will seek to address faculty issues. Adapted from annual meeting workshops held on this topic, items to be discussed will be: reading and interpreting RFP’s (requests for proposals), preparation of contract budgets, and identifying the regulatory sources of information to assist research administrators manage federal contracts, e.g. Federal Acquisition Regulations; Confidentiality, Publication Rights.

**Moderator/Team Leader:** Kathleen Irwin, Senior University Legal Counsel, University of Wisconsin – Madison

**Faculty:**
- Randy Draper, Director of the Office of Contracts and Grants, University of Colorado at Boulder
- David Mayo, Associate Director, Sponsored Research, California Institute of Technology
- Bo Bogdanski, Senior Research Administrator, Sponsored Programs, Colorado State University

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### International Sponsored Programs Administration Video Workshop and Web Cast

**March 8, 2005**

Faculty for International Sponsored Programs Administration Video Workshop and Web Cast are ready to go! (standing l to r) William J. Wepfer, Professor of Mechanical Engineering and Vice Provost for Distance Learning and Professional Education, Georgia Institute of Technology; Kathleen Larmett, Executive Director, NCURA; John Carfora, Director, Office for Sponsored Programs, Boston College; (sitting l to r) Jilda Diehl Garton, Associate Vice Provost for Research and General Manager of GTRC, Georgia Institute of Technology; Mary Ellen Sheridan, Associate Vice President for Research and Director, University Research Administration, University of Chicago; Jamie Lewis Keith, Senior Counsel, Managing Director for Environmental Programs and Risk Management, Massachusetts Institute of Technology

**Studio control is ready...**

**Cast and audience countdown to the live show...**
The cost of the full series (all four workshops) is $2,800.00 per campus. To purchase a “ticket” to an individual session the cost is $950.00 per campus. All Video Workshops will be aired from 11:30 am – 3:30 pm, Eastern Time. NCURA will transmit a test signal one hour (10:30 – 11:30 am, Eastern Time) prior to air time!

**Live:** Those institutions that choose the live presentation will receive the handout information, satellite coordinates to receive the show live on their campus, a toll-free telephone number to call in their questions on the day of the broadcast, and a license to tape the shows for future on-campus training.

**Unable to receive satellite programming?** We will be simultaneously “webcasting” our 2005 NCURA Video Workshop Series, offering Broadband and Dial-up bandwidth video-streaming technology over the internet. Participate in the live broadcast, right from your desk. Webcasting is not recommended for large-audience viewing (no more than 3 or 4). You should have a soundcard and headsets/speakers to hear the audio portion of the webcast. If you are not sure which version to subscribe to, please contact NCURA.

**VHS/DVD:** Those who select the tape option will receive handout information when they receive their copy of the tape.

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**CONTACT NAME**

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**TITLE**

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**INSTITUTION**

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**ADDRESS**

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**CITY** ___________________________  **STATE** ___________________________  **ZIP** ___________________________

**PHONE** ___________________________  **FAX** ___________________________

**E-MAIL** ___________________________  **WEB SITE** ___________________________

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A check or credit card information must accompany registration form. For credit card payments, please complete the information below. Registrations received without payment will not be processed. Please make check payable in U.S. currency to NCURA and send payment and registration to NCURA, One Dupont Circle, NW, Suite 220, Washington, DC 20036.

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**Who Should Subscribe?**

Any institution which has training needs, whether they be immediate training through participation in the live broadcast or future needs through the use of a taped broadcast, will benefit from this series.

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**REGISTRATION**

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NCURA Leadership Development Institute
Application and information can be found at www.ncura.edu/awards/ldi2006.pdf
Deadline for application is May 25, 2005

NCURA Awards
Detailed information can be found at: http://www.ncura.edu/awards/default.asp

Distinguished Service Award
This award is given to up to five individuals who have made significant contributions to NCURA.
Submit to awards@ncura.edu
Deadline: May 25, 2005 for nominations

Outstanding Achievement in Research Administration
This award is given annually to an individual who has made a significant contribution to the profession of research administration.
Submit to awards@ncura.edu.
Deadline: May 25, 2005 for nominations

Catherine Core Minority Travel Award
This program supports travel to the NCURA annual meeting for up to four individuals from under-represented groups who would not otherwise be able to attend this conference.
Submit to awards@ncura.edu.
Deadline: June 1, 2005 for nominations

Joseph Carrabino Award
NCURA’s newest award is given to a federal employee who has made a significant contribution to research administration, either through a singular innovation or by a lifetime of service.
Submit to awards@ncura.edu.
Deadline: May 25, 2005 for nominations

Leadership Opportunities
This year, you have the opportunity to nominate (or self nominate) individuals for five positions:
✓ Vice-President/President-elect;
✓ Two At-Large Members of the Board of Directors;
✓ Secretary; and,
✓ Treasurer-elect.
For a detailed description of the current responsibilities of these positions, please view: http://www.ncura.edu/members/positions/
Please email nominations to: nominations@ncura.edu. All nominations and supporting materials from the nominees must be received electronically on or before May 25, 2005.
Terms of these positions will begin on January 1, 2006.

Get involved!
Spring has arrived and to this FRA community, it certainly sounds like and looks like synonymous to visits by the A-133 auditors. I am sure most of you took the March 31, 2005 “Surviving an Audit” Online Education Program web cast to heart but just in case you need to source more tips and guidelines for audits, please check out the new subsection in our FRA library for audits. For example, check out the Stanford’s Audit Survival Guide link – tons of good stuff. Begin with the end in mind? Why not, check out the AICPA link to 10 standard opinion statements from “unqualified” (your goal) to “adverse” (your passport to another job?). Other related links to help relieve stress on effort reporting issues could all be easily found in our very own FRA library.

“The surveys says…” …well, if we are to trust the early returns, about 70% visit this site at least once a month, about 70% are from folks with post award responsibilities and only 56% of those surveyed think the FRA site is easy to navigate. We hear you, and our chair Denise Rouleau has sworn to act immediately and focus on these very important feedback responses. We know the low grade on navigation is due to the “404s” or broken links in the library so the committee has made a major effort to test and reestablish links when possible to the various sections in the FRA library.

Our heartfelt thanks to those members survey ratings and comments. To reward the brave survey pioneers, a random draw for a much coveted NCURA mug was made by Ashley Miller and the winner is - Jeff Silber, Director of Financial Research Administration at Cornell University. Another drawing for another NCURA mug is coming up at the end of this survey period which is slated for May 31, 2005. We certainly encourage and need more members to give us their opinions through this survey to make this web site a very member-friendly source and destination for the latest and greatest articles and links.

At your service! The FRA Neighborhood welcomes three new members to the FRA Neighborhood Committee. They are Naomi Stewart, Chris Green, and Lori Selby. Naomi is a Fiscal Manager at Montana State University. Chris is the Associate Director of the Office of Grant Management at the University of Texas Health Science Center at San Antonio. Lori is the Director of Sponsored Programs Services, Business Services/Controller’s Office at Washington State University. They will be joining returning members - Albertha Barrett from Georgia State University, Kathryn Page from Dartmouth College, Arsenio Roldan from Stanford University, Denise Rouleau, Chair, from Worcester Polytechnic Institute and Margaret Vigiolto from Drexel University.

With our FRA Neighborhood Committee now in place, we are looking toward the full pursuit and execution of our goals for calendar year 2005. First – give more robust content and fluidity to the front page of our web site with hot topics, new library entries and a few fun items we hope you will enjoy. Second - the committee will act and react furiously to the survey feedback. Last but not least, we want to promote thought provoking and relevant discussions on our listserv. If you haven’t signed up for our listserv yet make sure you do so you don’t miss out on the conversations. Overall, we are looking forward to an exciting year in this Neighborhood.

See you all again in this newsletter in a couple of months. By then we envision a more active and more social environment in this neighborhood. Please, please fill out the surveys (else we will certainly think of something else to nag you folks about). Watch out for the crossword puzzle challenge on the front page and the on-campus interview with Kerry Peluso of U Penn.

Arsenio Roldan serves as the Associate Director, Office of Sponsored Research, Stanford University and is a committee member of the FRA Neighborhood.

The Pre-Award Neighborhood would like to post some sample policies relevant to pre-award activities on the PAN web site; so, if anyone has a good policy web site that you would like to share with the PAN, please let us know.

Institutional policies are continually being developed in response to our changing circumstances, as well as in response to new or changing sponsor and/or other policies, laws, and regulations. The academic community has always been willing to share resources since it saves so much time and effort if we can exchange ideas as we strive to serve our local constituencies.

Of specific interest would be new policies related to export control, HIPAA, biodefense, or faculty entrepreneurial activity. Most
institutions have already developed basic policies on human subject research, conflict of interest, and external funding; but if someone has ANY policies they would like to share, we would like to see them!

Remember, we need participation of the neighbors in order to make the Neighborhood successful!!

Finally, a tip from the PAN: If you or someone in your office is attending a spring professional meeting, remember to take notes to share with your colleagues back at the office who may not have been able to attend (even those post-award folks!). This is a good way to encourage collaboration and to get the biggest bang for your institutional travel bucks!

Debbie Smith is the Director of Research Administration at the University of Tennessee Health Service Center and is Chair of the Pre-Award Neighborhood.

On March 31 and April 1, about fifty representatives from 23 academic institutions and seven IT development and consulting firms attended the “Grants.gov Applicant System to System Workshop” in Washington, D.C. The system to system (S2S) initiative at Grants.gov is the opportunity for grantee organizations to work collaboratively with the Departmental Administration Neighborhood Committee to further both initiatives.

In response to this need, and some encouragement from the Federal Demonstration Partnership, Grants.gov hosted an Applicant S2S Workshop in March 2004 to solicit requirements input from the grantee community. Out of this meeting and other discussions, Grants.gov began Phase I of the development of the S2S function. Grants.gov developers, working with the Coeus development group at MIT, had by December 2004 a preliminary system design available for testing. The initial pilot phase of the S2S project was expanded to include three additional academic institutions (University of Minnesota, University of Texas – Austin, and University of Texas – Southwest Medical Center) and two private vendors (ERA Software Systems and Cayuse Software). The MIT Coeus S2S connection with Grants.gov was demonstrated at the March/April 2005 workshop. Grants.gov expects the project to be ready for roll out beginning in April 2005.

DEPARTMENTAL ADMINISTRATION Neighborhood

The Departmental Administration Neighborhood Committee continues to focus on two initiatives. The first is to strengthen the sense of community among those NCURA Members who wish to be identified as Departmental Administrators. Members of the committee participated in an Open Forum at the FRA meeting, and are conducting similar sessions at some regional meetings. The second initiative is to assess how NCURA can better meet the needs of Departmental Administrators. The committee continues to work collaboratively with the Department Research Administration Task Force to further both initiatives.

NCURA members who have an interest in Departmental Administration are encouraged to join the neighborhood list serve as the best method for keeping current with events, issues and initiatives associated with this community.

Tom Drinan serves as Information Systems Analyst, Office of Sponsored Projects, Dartmouth College and is Chair of the eRA Neighborhood.

Scot Gudger serves as Department Administrator for Molecular and Medical Genetics at Oregon Health & Science University and is Chair of the Departmental Administration Neighborhood and Chair of the Neighborhood Program Committee.
By the time you receive this, the 2005 Regional meeting will be complete. Many thanks go out to all who had a part in putting together a great program. Special thanks go out to the Program Committee: co-chair Ada Watson (Dana-Farber), Gary Smith (Mass. General Hospital), Lee Picard (Brandeis University), Anne Pascucci (Rhode Island College), Yvonne Witherspoon (Dana-Farber), Shelley Mangan (UMass Medical School), John Harris (Northeastern University), Louise Rosenbaum (Dartmouth College), Bethanne Giehl (UMass Medical School), and Susan Comeau (Boston College). Great job!

We once again have the privilege of honoring one of our regional colleagues for their outstanding service to NCURA and Region 1. I am happy to announce that William (Bill) Corbett of the Dana-Farber Cancer Institute is the recipient of the 2005 Region 1 Merit Award. Bill has been a member of NCURA since 1980, and has been actively involved on both the regional and national levels. Bill has served as Regional Chair, Secretary, and has been a member of several advisory and program committees. Congratulations to Bill for a well deserved honor.

Congratulations are also in order for the recipients of the 2005 Bernard McLane Travel Award. Congratulations to Entela Beaucar, Proposal Services Administrator, Worcester Polytechnic Institute and Peter Baolli, Proposal Services Administrator, Connecticut Children’s Medical Center. The travel award will allow both recipients to attend the 2005 Spring meeting.

Finally, the RADG meeting scheduled for June 14th is all set. Beth Mora, Associate Vice President for Research Administration, Harvard University will present an informative session on the implementation of a grants management system (Oracle). Please mark your calendars.

Ben Prince is Chair of Region I and Administrator for the Meyers Primary Institute, University of Massachusetts Medical School.

The Region II annual Spring Meeting held in Philadelphia, April 17-19, was a tremendous success with 176 of our members in attendance—making this the highest attendance at any meeting held by the Region. Early evaluations give high marks to the workshops and sessions, while those participating in the trolley ride through the historic districts and other famous landmarks of Philadelphia, winding up at Dave and Buster’s, enjoyed an evening of food and fun. Special thanks go to Jennifer Barron (MIT), Chair, and to the other members of the Program Committee for putting together a terrific program and to all those helping with the local arrangements, including ordering the beautiful sunny, spring weather!

Next year’s regional meeting will be held at the Marriott Seaview resort in Galloway, New Jersey, just outside of Atlantic City. The dates for the meeting are April 22-25, 2006. If you are interested in volunteering to be on the Program Committee, please contact the Program Committee Chair, Jeanne Galvin-Clarke (jclarke@umaryland.edu), while those who would like to volunteer to help in other areas, like local arrangements, or for any other job no matter how big or small, please contact either Jeanne or me at demartro@shu.edu.

Keep an eye on the Region II website, located off of the national website, as we add more sections and information that we hope will be useful to our membership. The website not only has information on the region’s officers and committees but also has jobs postings, and we plan to have a news section to post timely information on events and people in the region. We are looking for a volunteer who could collect and coordinate information for this news section. If you are interested, please contact me at the above email address.

Speaking of volunteerism, the Region II member to the national Nominating and Leadership Development Committee, Betty Farbman (St. John’s), in cooperation with the region’s Chair Elect, Cheryl Williams (Rochester), are working to ensure that the best and the brightest of Region II are nominated for regional and national positions and awards and that everyone in the region, including newcomers, who wants to volunteer to help will have that opportunity. We would especially like to have a Region II member represent us as the recipient of the Catherine Core Travel award, since Cathy is one of us!

We strongly encourage you to consider volunteering for one of the following national position openings:

• Vice President/President Elect
• Secretary
• Treasurer Elect
• Two board members at large

Nominations are due by May 25, 2005. You are invited to send nominations directly to NCURA, or send them to Cheryl Williams (cwilliam@orpa.rochester.edu), Betty Farbman (farbmanb@stjohns.edu), or me (demartro@shu.edu), and we will forward them.

In addition, the Region will be holding elections for Chair Elect and Secretary later this summer. If you are interested in running for one of these offices, or you would like to nominate a colleague, please contact Cheryl Williams.

As always, please contact me if you have any comments or suggestions.

Robert De Martino is Chair of Region II and serves as Director of Grants and Research Services at Seton Hall University.

It’s a bit premature, but the New Orleans conference will set a record for registrations with attendance expected to exceed 225 Regional members! For those who have registered, check out the Region III website (http://www.osp.vt.edu/NCURA/RegionIII/Visitor’s Guide for restaurants, shopping, and tours to enjoy during your visit to our Host city. And remember it’s never too late to volunteer for the hospitality suite, moderator, IT assistance, or the registration desk!
Congratulations go out to Riddick (Rick) Smiley of East Carolina University, Rick is the 2005 Spring Travel Award winner! He will receive $500 to attend the Region III Annual Meeting in New Orleans May 15-18, 2005. The committee had quite a few qualified applicants this year, and the decision was very close. Thanks to all who were nominated!

The Chair elections have concluded and Michelle Vazin of Vanderbilt has been elected! Michelle will begin her term as Chair-Elect at the May 2005 Regional meeting. Michelle Vazin is currently the Associate Director of Contract and Grant Accounting at Vanderbilt University. She has over 20 years of experience in post-award research administration and has been an active member of NCURA since the early 1990’s.

See you in the “Big Easy!”

Juanita M. Syljuberget serves as a Contracts and Grants Administrator II, Office of Sponsored Programs for Auburn University.

REGION IV
Mid-America

At press time Region IV was gearing up for its spring meeting in Chicago. By the time you read this, I’m sure we will have had a great time learning, networking and hopefully having a little fun! Thanks to the Program Chairs and Program Committee for planning an educational meeting with something for everyone. Look for the next Region IV newsletter, when we will be reviewing the meeting’s highlights, including the winners of the Service Awards, as well as the announcement of the newly-elected members of the Regional Board of Directors. It’s never too early to consider running for a place on next year’s Board – Region IV has a history of great leaders and you could be one of them!

The NCURA Region IV website is a great resource for our region and others interested in Region IV. It includes postings of career opportunities in research administration, as well as an archive of Region IV listserv discussion threads. The next time you have a problem or question, check the archives! In addition, if you have some information you’d like to share with your Region IV colleagues, please let us know. Send your announcements of promotions, awards, distinctions, job transfers, or any other news to Jerry Pogatshnik. Please limit your announcement to approximately 200 words.

Lastly, Region IV needs your expertise and creativity! Please consider volunteering for the Newsletter Editor position currently available, or take a spot on the Communications, Program, Membership, Awards or any one of the many committees in Region IV. Contacts for all committees can be found on the Region IV website. To volunteer for the Newsletter Editor position, please contact Erin Nash at nashe@ohio.edu

Erin Nash serves as Communications Chair, Region IV, Ohio University.

REGION V
Southwestern

Greetings! Many thanks to those of you within Region V that made our 2005 spring regional meeting in Tulsa, OK such a success! “Getting to the heart of Research Administration” the theme of this meeting was well captured by the excellent workshops and concurrent sessions. Comments provided through the evaluation process, follow up e-mails and face-to-face contacts have been absolutely wonderful. We especially enjoyed seeing new faces filled with enthusiasm and a willingness to participate. For those who presented at the meeting, evaluations will be forwarded to you shortly.

I am pleased to announce and share the following:

• Vicki Cox from Baylor College of Medicine – Houston was elected Vice Chair/Chair Elect
• Kay Ellis from Oklahoma State University was elected Secretary
• Myrta Stager from the University of Texas Medical Branch – Galveston was elected to the National Board of Directors
• Beth King from the University of Texas Southwestern Medical Branch – Galveston and Scott Davis from University of Oklahoma HSC were elected Members-at-large

We look forward to seeing several of our region’s members at the upcoming National Meeting in DC where Region V as always is well represented. As we look ahead I would like to announce the spring 2006 region V meeting is scheduled between April 29th and May 3rd, 2006 and will be held in Austin, TX.

As the new Chair of our region, I’d like to thank Debbie Newton for her service as our Chair for the past year and look forward to working with Vicki Cox who as current Vice Chair will be putting together a program for the 2006 regional meeting in Austin, TX. More information regarding region V activities and additional announcements may be found in future issues of NCURA newsletters, Region V’s website and listserv.

Region V members interested in presenting, moderating or wishing to volunteer may contact Vicki Cox at VCOX@cns.neusc.bcm.tmc.edu or me at gonorasi@utmb.edu

Govind Narasimhan is the Chair of Region V and is with the Office of Finance – Contracts & Grants at The University of Texas Medical Branch at Galveston.

REGION VI
Western

The joint Region VI and VII Spring Meeting took place from April 17 through April 20 at the Sheraton San Marcos Resort and Conference Center in Chandler Arizona with over 200 attendees. If you were not there, we missed you since from all accounts we had an excellent program and lovely accommodations. Whether you attended or were not able to, we are in the process of contacting all presenters and requesting that they forward a copy of their PowerPoint presentations in order to post them to the Regional web site. Look for the PowerPoint presentations later in May at http://www.ogrd.wsu.edu/r6ncura/.

I would like to thank the members of the program committee again for their exceptional effort to make the meeting such a success. The committee members were from Region VI: Joyce Freedman, University of California – San Francisco (previously at UC- Berkley); Carol Zuiches, University of Washington; Mike Anthony, University of California – San Francisco; Scot Gudger, Oregon Health and Sciences University; Linda Patton, California State University – Fullerton and Dan Nordquist, Washington State University. Region VII Committee members included: Neta Fernandez, New Mexico State University; Denise Wallen, University of New Mexico; Dianne Horrocks, Idaho State University; Bo Bogdanski, University of Utah; Deb Murphy, Arizona State University; Josie Jimenez, New Mexico State University; Mike Anthony, University of California – San Francisco (previously at UC- Berkley); Carol Zuiches, University of Washington; Mike Anthony, University of California – San Francisco; Scot Gudger, Oregon Health and Sciences University; Linda Patton, California State University – Fullerton and Dan Nordquist, Washington State University. Region VII Committee members included: Neta Fernandez, New Mexico State University; Denise Wallen, University of New Mexico; Dianne Horrocks, Idaho State University; Bo Bogdanski, University of Utah; Deb Murphy, Arizona State University; Josie Jimenez, New Mexico State University; Mike Anthony, University of California – San Francisco (previously at UC- Berkley); Carol Zuiches, University of Washington; Mike Anthony, University of California – San Francisco; Scot Gudger, Oregon Health and Sciences University; Linda Patton, California State University – Fullerton and Dan Nordquist, Washington State University.

Looking forward to our next joint spring meeting, our Region is responsible for next years site location and Region VII is responsible for another exceptional program like they prepared for us in San Francisco in 2004. Our site selection committee for the 2006 meeting (tentative dates are April 23rd – 26th) is working actively to identify potential meeting locations in Hawaii.

continued on page 23
Industrial sponsors account for approximately one out of every four sponsored expenditure dollars at Virginia Tech. While Virginia Tech is proud of its strong heritage with industrial sponsors, the successful negotiation and management of these funds challenges our sponsored programs’ staff on a daily basis. While research administrators are accustomed to the predictable deadlines and requirements of the federal agencies and the Office of Management and Budget circulars, there are no established parameters for industrial funding. Each company has its own method of procuring services and supplies.

To understand the unique challenges of contracting with industry, one must appreciate the genesis of the relationship. Most industrial opportunities are borne from the personal relationships between researchers in the organizations and the simple need to solve a particular problem. Industrial sponsors may approach a university after hearing a lecture by one of their faculty members at a trade show, or there may be personal and/or professional ties between a particular research lab or faculty member. Whatever the catalyst, the differences between conducting research for federal grants and contracting with industry are vast.

Industrial sponsors almost always want university services because of a particular university or individual faculty’s expertise. They often view university faculty as a source of information on cutting edge issues. While it is not the case for many schools, most of Virginia Tech’s industrial contracts are structured as firm-fixed priced contracts. While this type of contract simplifies the accounting of expenditures, it requires confidence that the principal investigator can complete the job as proposed. Extra care must be taken to review the statement of work and to make sure the required deliverables can be provided within the time specified in the contract.

Confidentiality is arguably the single strongest concern that an industrial sponsor has in working with institutes of higher education. Companies must have assurances that their confidential information and industrial trade secrets remain in confidence and hidden from any competitor. Virginia Tech has negotiated general descriptions of the research that can be made public and has even in one case substituted a generic name for a sponsor to avoid disclosure that they were funding research.

Another key management challenge is working with small projects that consume time and resources. Industrial sponsorship generally is for the short term and often involves fewer dollars than you will receive with the average federal grant. The short term challenges require quick turnarounds. A proposal may be submitted one week and have a start date a few weeks later. The “speed” of these funds challenges your cash flow and ability to deliver what’s
required in the contract. When negotiating with a Fortune 500 company, one can be fairly assured that the company’s ability to pay is good. This is not always the case in dealing with smaller companies. Extreme care must be taken in working with start-ups. Virginia Tech will typically require a larger percentage of funds at the time of execution of any agreement if the sponsor is small or unknown. We generally utilize a monthly invoicing cycle to keep the industrial sponsor honest. In addition, internally we may choose to limit the amount of “credit” given to faculty members receiving industrial funding until we are comfortable that a new industrial sponsor intends to pay.

A major misunderstanding that we encounter is the perception that universities can substitute for an industrial sponsor’s research and development lab. While it is certainly true that universities can assist in solving specific problems, the development of commercial products is generally not the aim of university research. To avoid this costly perception, we are clear in our contractual negotiations that our work is performed on a best efforts basis. The university cannot warrant that the research results will “work” for the company. While this may scare some industrial sponsors away, most will understand that a university’s role is not to guarantee results.

The right to publish should remain intact regardless of the source of funds. With industrial sponsors, however, the timing of the publication can be flexible to meet the needs of the company. We will negotiate rights that meet the sponsor’s needs but that protect the ability to publish as needed for promotion, tenure, and graduate thesis work. Industrial sponsors are typically receptive to publication review rights and generally desire only to have time to adjust to what may be published.

Last, but the most challenging, is industrial sponsors desire to own all intellectual property derived from their sponsorship. This clashes with the general culture of the academic environment in that we typically desire to maintain ownership of any intellectual property. This intellectual property clash of two cultures is generally the source of the difficult negotiations. While the discussion of intellectual property negotiations with industrial sponsors merits its own separate management tips, we have found that the more flexible we can be in our negotiations, the easier it is to come to terms on managing intellectual property. However, this flexibility may not be available without additional cost to the industrial sponsor. For example, if negotiations lead to an exclusive license, the contract price and/or the royalties need to take this into consideration.

In conclusion, trust remains the basis for our most successful and repetitive industrial contracts. Once the industrial sponsors realize that your institution can deliver while maintaining confidentiality, they often remain loyal and repetitive sponsors.

David Richardson is Director, Office of Sponsored Programs, Virginia Polytechnic Institute and State University.

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### Top Ten Industrial Sponsor Considerations

- Basis of Relationship
- Type of Agreement
- Payment Mechanism
- Confidentiality
- Negotiations
- Deliverables
- Small versus Big Sponsor
- Budgeting
- Publications
- Intellectual Property

### Top Ten Industrial Sponsor Negotiation Tips

- Respond in a timely manner
- Understand the required deliverables
- Declare that work is subject to “Best Efforts”
- Remain flexible in negotiations
- Limit negotiations to the fewest folks possible
- Use a standard industrial contract template
- If firm fixed priced, provide a contract price and not an itemized budget
- Keep principal investigator(s) apprised of the negotiations
- Negotiate on university terms and conditions when possible
- Involve legal counsel only when required
Q Other than time and effort, what other areas of compliance have you been giving particular emphasis in regards to post award administration?

A Actually we have been looking at many areas of compliance. In the past year, we did a complete review of our financial policies and A110. We developed a new 160+ page Sponsored Programs Manual which is now available on-line.

Q You have also probably seen communication handled in a variety of ways. What advice do you have on the most effective ways to handle communicating research issues and hot topics with the university community?

A In my experience, I have found that there is no one tool that works best. I believe that a mix of different methods is necessary to achieve effective communication. Research Administration is a very diverse and dynamic area. At the University of Pennsylvania, we have several ways in which we communicate with the University Community. We send out monthly newsletters and have expanded our website to include more information. We offer a two day training program several times during the year. We attend and speak at several departmental and business administrator meetings throughout the year. Most importantly, we always try to make ourselves available for the University Community.

Q What do you feel is the best method for providing training in financial research administration to the university communities? How do you stay on top of ongoing training?

A Very much in line with communication, this is an area which I don’t feel is best met by any one method. On-line training can be very effective as it can be done any time, is less time demanding and many people like it. However, there are benefits of live training which online training can not easily meet. The “stories and details” of a live speaker are hard to recreate in an online presentation. The ability to interact with the speaker and ask questions is a great benefit of live training. At UPenn, we provide both of these types of training for our research community and are currently in the process of expanding and enhancing the current training we offer. I think outside training such as NCURA is essential for at least some members of any research administration staff—which central or departmental. The opportunity to hear what is new, what is coming up and what others are doing is invaluable.

Q How do you keep your staff motivated especially when your funding/salaries are derived from a state institution?

A I have been at UPenn for three years which is a private (ivy league) institution. Prior to that, I was at Rutgers University which is a state institution. The pool of dollars I had for salary increases and bonuses at Rutgers was larger than what is available to me at UPenn. But I know from first hand experience, being part of a private institution does not necessarily mean that there are more funds available for rewarding staff. At this point, our budgets are tight and salary increases are at a minimal level. They are not a tool with much strength for motivating staff at this point. We do have a career track for our accountants which has provided them with an opportunity to have some direct control of their professional growth and advancement. This has worked well.

The good news is that financial rewards are definitely not the only thing that motivates staff. I have a truly fantastic staff that is highly motivated and have experienced significant achievements over the past few years despite limited funding for salary increases. While I do think that financial rewards can be useful in motivating staff, there are fortunately other important factors. Probably the biggest factor effecting our motivation at this point is that we know we do matters to the University. Our performance is considered important and a high priority for the University. I think this is a high contributing factor to all of our motivation.

Q Given your willingness to volunteer for committees for NCURA, how do you feel you and UPenn benefit from these activities?

A My involvement has benefited both me and my institution in many ways. The networking opportunities have provided me with a great opportunity to build a circle of experts on a variety of subjects. When an issue comes up at UPenn, I have several other people to contact to find out what they are doing or how they have addressed the issue. In addition, my participation in the concurrent sessions and discussion groups have provided fantastic opportunities to expand my presentation skills.

Like many things in life, what we give is what we get. While I think everyone who attends NCURA conferences can benefit, I think those who become actively involved in NCURA benefit the most. This can include volunteering for a task or group or simply talking to others at the meeting. When I attend NCURA meetings, my goal is to meet as many new people as possible. At lunch, I try to sit at tables where I don’t know anyone. At receptions, I enjoy talking to new people. There is no need to ever stand alone or not to be involved. NCURA members are great—and are very friendly.

Q Who has been the biggest influence on your professional career?

A I have been very fortunate to have several people positively influence my professional career. But without a doubt, the person who has had the largest impact on my professional career is my husband. He supported me through my last two years of college, my transition to working mother, and through all the other challenges I faced over the past 20 years. It is because of his unending support that I have been able to experience the professional growth that I have while still being able to truly enjoy what has always been my main priority our family.

Q What in your experience has been the most effective career development path for post award administrators?

A Work hard, read a lot and learn plenty. Give up any notion of ever knowing everything as you won’t—and if you do, they will change it. In my experience, beginning as an accountant and working up through the different roles has been a great opportunity to develop a solid understanding of post award research administration. Taking the initiative to learn and do new things has earned me recognition over the years.

Q A

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“BUT I’VE STILL GOT CHECKS IN MY CHECKBOOK!”
GUIDING FACULTY ON MANAGING THEIR FUNDS

A live, interactive web/audio conference that you can join from your office on
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Have you ever heard the question “…but I’ve still got time left, how can I be overspent!” from your faculty? Whether it’s checks in the checkbook or time left on a project, neither ensure that a PI doesn’t overspend either a specific line item or an entire project. Targeted for Predominantly Undergraduate Institutions, we will approach this from the perspective of “developing an effective working relationship with your PIs.” Many of us work very closely with our PI’s throughout the lifecycle of a project. Our involvement in the life cycle of a project enables us to protect the university and the faculty member in many ways – we can identify problems in spending patterns, provide administrative management and support services, remind PIs about reports and “run interference” when problems arise with other units. Hints, personal experiences, and discussion of models that really work will provide ideas that can be implemented at your institution to improve and simplify the grants management process.

Presenters:
Julie Cole, Director of Research Services and Sponsored Programs,
Georgia Southern University
Pamela Whitlock, Director, Office of Sponsored Programs,
University of North Carolina at Wilmington

GOALS
To provide:
- An overview of a highly interactive model for working effectively with PIs
- An understanding of the inter-dependence of the main functions of sponsored programs administration
- Models for implementing proactive support activities

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- Effective Models

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"BUT I'VE STILL GOT CHECKS IN MY CHECKBOOK!"

GUIDING FACULTY ON MANAGING THEIR FUNDS

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After many years of being an NCURA member, Carole F. Godbout, Administrator, Department of Orthopedics and Rehabilitation for University of Vermont is retiring in June. Best wishes Carole!

Bobby C. McQuiston, Director, Office of Sponsored Projects, University of Texas at Austin was honored at the Region V Spring Meeting with the Region V Outstanding Achievement Award. With Bobby’s upcoming retirement in June, his colleagues wish him the best!

Mary Selby, Senior Research Administrator at Colorado State University, retired after 25 years of service. Colorado State selected Bo Bogdanski, previously of the University of Utah, to join their team as a Senior Research Administrator. Mary plans to spend time with her family and soon to be born first grandchild as well as enjoy the other benefits of retirement. Bo moves to Colorado after ten years in Utah.

Best of luck to all of you!
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All inquiries, nominations/referrals, and resumes with cover letters, should be sent in confidence to:
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**Associate Dean/Senior Director**  
**Grants Administration**

In this role, you will be responsible for the strategic development of the administrative services necessary to support and promote faculty research efforts. Duties will include the development and implementation of innovative tactics to enhance faculty’s ability to maximize the attainment of grants and awards; development of outreach efforts to faculty regarding funding opportunities; and design of educational initiatives regarding grant preparation and new funding agency requirements.

Our ideal candidate will possess a Master’s degree with a minimum of 5 years of progressive leadership experience in a centralized research administration setting. In-depth knowledge of grants management in an academic/medical research setting, familiarity with information technologies and their application to sponsored research, and a proven track record of the development of value added management reporting are required. Excellent knowledge of the different components of a research enterprise including technology transfer, compliance, regulatory compliance and in-depth insight on federal funding sources and the RFP process a must. Excellent interpersonal and communication skills are essential. Experience as a principal investigator or researcher plus a Ph.D. with relevant operational or administrative experience is preferred.

We offer an excellent compensation and benefits package including tuition remission and pension plan, and a great opportunity to join the NYU School of Medicine team. For consideration, please forward your resume and salary requirements to: Carol Musto-Schiano, Manager, Recruitment & Staffing, NYU School of Medicine, One Park Avenue, 16th Floor, New York, NY 10016. Fax:212-404-3897. E-mail: NYUMC-Leadership@nymc.org. We are an equal opportunity employer and provide a drug-free workplace.  

www.med.nyu.edu

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**Director of Research & Sponsored Projects**

The Franklin W. Olin College of Engineering strives to provide the best and most innovative engineering education to the brightest and most enterprising students. Olin College is a team of faculty, administrators and support staff facilitating this college in Needham, MA.

**Description** The Office of Innovation and Research (OIR) is seeking a Director to support a vigorous program of research and intellectual vitality at Olin College. This Director will report to the Vice President, and is responsible for all facets of the sponsored research program from development of proposals through grant closings, as well as all aspects of institutional compliance. This position supports the OIR in sponsored programs by providing assistance to faculty and staff in the refinement; submission and completion of successful proposals for grant and contract support. This person will also demonstrate initiative and competence in identifying funding opportunities for faculty, and in managing grants and contracts. Responsibilities also include subcontracting administration and institutional compliance such as preparing filings for and negotiating the Facilities and Administrative rate, and Effort and Conflict of Interest reporting.

**Minimum Requirements** Bachelor’s degree and 5 years of sponsored research management and/or research administration in a university or college environment. Familiarity with engineering and/or science research. Knowledge of federal compliance requirements and standard accounting practices. Professional written and verbal communication skills. Effective negotiation, analytical, and interpersonal skills. Ability to work effectively with a variety of constituencies.

**Application** Please visit our website at http://www.olin.edu, and submit a cover letter and resume to jobs@olin.edu.
May 11 - 13, 2005
On Campus Fundamentals of Sponsored Projects Administration
Michigan State University

May 12, 2005
Online Education Programs
But I’ve Still Got Checks in My Checkbook: Guiding Faculty on Managing Funds

May 15 - 18, 2005
Region I Spring Meeting
Mystic, CT

May 15 - 18, 2005
Region III Spring Meeting
New Orleans, LA

June 14, 2005
2005 Video Workshop Series
Principles of Federal R&D Contracting

June 20 - 22, 2005
Fundamentals of Sponsored Projects Administration
Cleveland, OH

June 20 - 22, 2005
Sponsored Projects Administration Level II
Cleveland, OH

September 13, 2005
2005 Video Workshop Series
Best Practices in Research Compliance: Update on Policies and Regulations and Implementation at Institutions

October 30 - November 2, 2005
47th Annual Meeting
In the Public Interest: Promoting and Supporting Research
Washington, DC

NEWSLETTER DEADLINES:
July/August 2005 Issue
Submission of Articles: July 1, 2005
Space Reservation for Ads: July 1, 2005
Submission of Display Ads: July 8, 2005

Regional Corner continued

Our intent is to find excellent locations conducive to a successful meeting with an eye on cost factors for transportation, lodging and meeting room costs (yes, we will have meeting rooms, for you skeptics). The committee is currently assessing options on Kauai and Maui. We will also attempt to negotiate with the selected hotel that the conference rates will be available for several days both prior to and after the meeting for those of you that would like to take advantage of that opportunity.

That’s all for now, I’m looking forward to seeing you all at the National meeting in November.

Gary Chaffins is Chair of Region VI and serves as the Director of the Office of Research Services and Administration at the University of Oregon.

REGION VII
Rocky Mountain

Dear Region VII:

How time flies! Last time the regional corner was announcing the joint spring Region VI/ VII meeting to be held in Chandler, AZ, and here we are, one week following the meeting in the beginning stages of planning next year’s regional meeting.

Meeting attendance exceeded all expectations, with approximately 211 attendees. Of those present, 15% were new members of both Region VI and VII. The meeting afforded attendees the opportunity to gain current knowledge related to research administration and network with colleagues. The spring meeting was a great success and this was due to the dedicated presenters, volunteers, and excellent program content. Thank you to everyone for your continued commitment and enthusiasm!

A preliminary meeting was held to discuss the planning of the 2006 joint spring Region VI/ VII meeting, which will be held in Hawaii. A final site has not been determined, but additional information will be provided when plans are finalized. I encourage all interested members who want to assist in planning the program of the 2006 meeting, to contact me at josefjim@nmsu.edu for further information.

Our regions were fortunate to have Jerry Fife, President of NCURA, attend the meeting, present a session, and speak at each of the regional luncheons. Jerry discussed the targeted strategic areas NCURA plans to focus on for the current year. He encouraged members to submit their nominations for the various NCURA awards to honor individuals who have made notable contributions to the organization.

Josie Jimenez is Chair of Region VII and is an Assistant Director in the Office of Grants and Contracts at New Mexico State University.
Project IceCube’s
Francis Halzen to speak at 47th Annual Meeting continued

astroparticle physics. His recent work concerns the identification of extra-galactic neutrino sources, the study of gamma-ray bursts, black holes and dark matter, and the search for other high-energy and cosmic-ray particles. He serves on a large number of national and international physics advisory boards. Professor Halzen has supervised the research efforts of 22 PhD students and countless graduate and undergraduate students. A frequent speaker to audiences at all levels, he is well known for being able to make the highly technical subject of astroparticle physics entertaining and accessible. At UW—Madison he often teaches the popular course, Physics in the Arts. This is a hands-on course for non-science majors covering acoustics and musical instruments, optics and color.

Kim Moreland NCURA Past President and Director of Research and Sponsored Programs at Madison notes, “The astonishing work he is doing in the Antarctic plus his ability to talk about a very complex subject with charm and wit makes him an ideal speaker.”

Primarily funded by the National Science Foundation, IceCube receives significant funding from other sources both within the US and from Belgium, Germany, Japan and Sweden, along with Wisconsin’s Alumni Research Foundation.

For more information on this fascinating project, along with color photos, visit IceCube’s web site at: http://www.icecube.wisc.edu/

Robert Klein to Appear at 47th Annual Meeting Banquet continued

the Year. He has appeared on Broadway in numerous productions, such as, Mike Nichols’ Apple Tree, Morning Noon and Night, and They’re Playing our Song, for which he was nominated for a Tony as Best Actor in addition to receiving a Los Angeles Drama Critics Award.

To say that Klein’s show business career has been varied would be an understatement. He has been a regular guest on The Tonight Show for over 20 years and also appears, regularly on Late Show with David Letterman and Late Night with Conan O’Brien. He has also hosted Saturday Night Live and while on the show starred in the first infamous “Cheeseburger” sketch with John Belushi and Dan Akroyd. Films credits include, The Owl and the Pussycat with Barbra Streisand, Hooper with Burt Reynolds, Primary Colors, and he will appear in the upcoming, Safety of Objects, and People I Know, with Al Pacino.

When Robert Klein isn’t making a movie, filming a one-man concert, performing on Broadway, at the White House, or hosting a television show, he relaxes by regularly traveling the country appearing at hundreds of colleges, universities and theatres, or in Atlantic City performing his brilliant comedy for sold-out houses.