

TENTATIVE SCHEDULE-AT-A-GLANCE

2024 Region III Annual Spring Meeting

WORKSHOPS (May 4-5, 2024)					
WS1	Saturday, May 4	Pre-Award Basics	Basic	1/2 day 8AM-12PM	Whether new to the profession or coming from a different niche of research administration, the pre-award phase of the sponsored projects lifecycle includes an overwhelming amount of information. This session aims at introducing the major components of pre-award at a high level. This includes reading a solicitation, preparing a budget, submitting a proposal, reviewing an award, and managing non-financial aspects of a project. This session focuses on the most common pitfalls and challenges those areas bring so attendees can avoid major issues in their early days as a pre-award research administrator.
WS2	Saturday, May 4	Navigating Self-Management and Leading Others	Advanced	1/2 day 8AM-12PM	Join us in this workshop as we explore effective strategies for handling your own responsibilities while also overseeing others. Mastering the art of responding to faculty, staff, and colleagues is crucial in the dynamic and fast-paced environment we operate in.
WS3	Saturday, May 4	The Road to Becoming Your Best Self	Overview	1/2 day 8AM-12PM	
WS4	Saturday, May 4	NSF Primer	Overview	1/2 day 8AM-12PM	This session will provide an overview of NSF proposal and award policies and procedures as outlined in the Proposal and Award Policies and Procedures Guide (PAPPG). Attendees will learn about proposal preparation and submission requirements, the merit review process, and post-award policies and terms and conditions.
WS5	Sunday, May 5	Lane Change Ahead...Department Research Administration Reconstruction to a Hybrid Model	Overview	1/2 day 8AM-12PM	As Rollins School of Public Health Research Administrative Services (RAS) moves from a Pre-Award RA and Post-Award RA to a Hybrid mixture of Cradle-to-Grave RAs and Pre-Award RA and Post-Award RA, how did we answer the following questions: 1) What do we need to make this change; 2) How do we determine the needs of the RAS, School and PIs; 3) What steps did we need to take to get started; and 4) What steps did we need to take to ensure there were no accidents.
WS6	Sunday, May 5	Post-Award Basics	Basic	1/2 day 8AM-12PM	This session will explore effective pre-award strategies for maximizing post-award success and will delve into the functional details of topics such as award acceptance and/or negotiation, financial system account set up, cost accounting standards, subcontracting and subrecipient monitoring, budget and other modification, billing and cash management, effort reporting, and project closeout.

WS7	Sunday, May 5	Budget Building Blocks for Research Administrators	Basic	1/2 day 8AM-12PM	<p>Are you ready to start building a budget for your sponsored project proposal, but don't know where to begin? Don't let budget building intimidate you, we can help! If preparing a proposal budget seems like an impossible task, this session is for you. Join us and learn how to confidently build an effective project budget.</p> <p>An effective budget is the roadmap that helps your team reach their project goals. An important part of any grant proposal, the budget requires careful consideration to ensure compliance with applicable rules and policies that govern sponsored project costs. Its main purpose is to help ensure that your team has the funds needed to complete the project successfully without leaving resources on the table. In this workshop we will walk through the many aspects of developing a project budget including: how to interpret sponsor budget guidelines, what costs need to be covered, categorization of budget costs, other considerations such as cost-sharing and F&A waivers, utilizing the appropriate rates as required, budget justifications and more.</p>
WS8	Sunday, May 5	Pandemic Pandemonium: Lessons Learned in Hiring, Onboarding, and Retaining Research Administration Staff	Intermediate	1/2 day 8AM-12PM	<p>Pre-pandemic, hiring in research administration was largely bound to the geographical area of an institution. Candidates seeking to progress in their career often faced relocating to new cities with a change of workplace. Fast forward four years, the landscape is no longer recognizable as the job market pendulum has swung the other direction to a mostly remote work environment. As managers, we need to re-think our approach to hiring, onboarding, training, and retention to be able to recruit and keep talented employees. In this workshop we will provide a central office and departmental view of how the job market has changed and what lessons we have learned along the way.</p>
WS9	Sunday, May 5	Managing a Research Portfolio: A Departmental Perspective	Basic	1/2 day 8AM-12PM	<p>The role of the Departmental Research Administrator requires flexibility, significant communication skills, and the ability to navigate ever-changing priorities and policies. Responsibilities associated with research administration can be overwhelming. The process of putting a proposal together, managing a grant once funded, and properly closing it out at the end are just a fraction of the day-to-day activities department administrators juggle. This workshop will focus on topics that influence the daily operations of managing sponsored awards from a post award Perspective. It is designed for departmental research administrators and will provide them with an overview of the significant principles and issues surrounding proposals, grants, and contracts. Topics will include budget development, identifying key personnel, sub-recipient vs. vendor, and cost sharing. This session will also focus on project management tasks, e.g., financial reports, account reconciliation, closeout of awards, cost transfers, allowable and allocable costs and much more.</p>
WS10	Sunday, May 5	NIH Unplugged	Overview	1/2 day 8AM-12PM	<p>Every successful journey starts with a good foundation. If you are new to working with the NIH, this presentation will answer key questions. What is the NIH? Where do I start? Who to contact when I need help or advice? What's the application process and how long does it take? I will walk you through the grants life cycle and give you an overview of key resources you will need to be successful.</p>

WS11	Sunday, May 5	Exploring AI Implementation Across Research Administration	Overview	1/2 day 1PM-4PM	Free Workshop...space limited. This workshop will dive into the transformative potential of Artificial Intelligence (AI) in research administration. Learn the vital role and significance of research administrators while exploring the fundamentals of AI and its applications. It will explore how AI can revolutionize research administration practices without minimizing the roles of research administrators. Attendees will share their experiences, concerns, and ideas about AI implementation through interactive discussions, breakout groups, and hands-on practice.
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Meeting Program (May 6-8, 2024)

C01	Mon., May 6	Departmental	10:30 AM	Concurrent	Empowering Research Administration: Building a Center-Owned Research Data Ecosystem	Overview	Bonnet I
C02	Mon., May 6	Federal	10:30 AM	Concurrent	NIH Updates	Overview	Atlantic III
C03	Mon., May 6	Post-Award	10:30 AM	Concurrent	Raising the Flags - Using Monthly Management Reports to Identify Expenses Needing Additional Review	Basic	Atlantic IV
C04	Mon., May 6	PUI	10:30 AM	Concurrent	Building Capacity in a Research Administration Office	Advanced	Rio Vista
D01	Mon., May 6	Pre-Award	10:30 AM	Discussion	How You Doin?: The one with the Research Administration Quiz Show	Overview	Oceanside I
D02	Mon., May 6	Compliance	10:30 AM	Discussion	Is it Human Subjects Research? It depends!	Basic	Bonnet II
C05	Mon., May 6	Senior	1:00 PM	Concurrent	Workload Measurements: A More Realistic Approach to Staffing Our Offices	Advanced	Bonnet I
C06	Mon., May 6	Federal	1:00 PM	Concurrent	USDA Rural Development Telecommunications Program Loans and Grants		Atlantic III
C07	Mon., May 6	Pre-Award	1:00 PM	Concurrent	How to tame the circus of SciENCv requirements	Intermediate	Atlantic IV
C08	Mon., May 6	Res. Dev.	1:00 PM	Concurrent	Research Administration from Both Sides: Department vs. Central	Basic	Rio Vista
D03	Mon., May 6	DEI	1:00 PM	Discussion	Breaking Barriers: Strategies for Embracing Diversity in Research Administration	Intermediate	Oceanside I
D04	Mon., May 6	Departmental	1:00 PM	Discussion	Lane Change Ahead...Department Research Administration Reconstruction to a Hybrid Model	Overview	Bonnet II
C09	Mon., May 6	eRA	2:30 PM	Concurrent	Automating Intramural Competitions Leveraging Microsoft Office 365	Intermediate	Bonnet I
C10	Mon., May 6	Federal	2:30 PM	Concurrent	NSF Payments and Analytics Branch - Post Award Financial Processes	Overview	Atlantic III
C11	Mon., May 6	Compliance	2:30 PM	Concurrent	Federal Audits at Universities: Common Errors, Findings, and Federal Plans	Overview	Atlantic IV
C12	Mon., May 6	Senior	2:30 PM	Concurrent	Navigating the New Normal: Leadership Lessons in Times of Transition	Advanced	Rio Vista
D05	Mon., May 6	Post-Award	2:30 PM	Discussion	Here, Hold My Drink!: Crazy, outlandish, and sometimes Allowable requests by PIs.	Intermediate	Oceanside I
D06	Mon., May 6	PUI	2:30 PM	Discussion	Developing a Principal Investigator (PI) Training Programs at a PUI	Intermediate	Bonnet II
C13	Mon., May 6	Departmental	4:00 PM	Concurrent	How to transfer an NIH award in 73 easy steps	Intermediate	Bonnet I
C14	Mon., May 6	Federal	4:00 PM	Concurrent	Nintendo's newest game or FTA's TrAMS?	Basic	Atlantic III
C15	Mon., May 6	Pre-Award	4:00 PM	Concurrent	Cost Share Challenges and Solutions	Intermediate	Atlantic IV
C16	Mon., May 6	Post-Award	4:00 PM	Concurrent	Contracts: Breaking It Out, Breaking It Down	Intermediate	Rio Vista
D07	Mon., May 6	Extra	4:00 PM	Focus Group	Leveling the grant proposal playing field: GRANTED focus group to increase research capacity for social sciences	Basic	Oceanside I
D08	Mon., May 6	eRA	4:00 PM	Discussion	Lessons Learned from Huron Implementation and Integration with Workday Financials	Intermediate	Bonnet II
C17	Tues., May 7	Pre-Award	8:45 AM	Concurrent	Synchronizing Success: Strategies for When PI Goals and RFP Guidelines Clash	Basic	Bonnet I
C18	Tues., May 7	Compliance	8:45 AM	Concurrent	Changes to the Uniform Guidance	Overview	Atlantic III
C19	Tues., May 7	Pre-Award	8:45 AM	Concurrent	Yes, there is Homework: New Approaches to On-Boarding and Continued On-the-Job Training	Basic	Atlantic IV
C20	Tues., May 7	Senior	8:45 AM	Concurrent	Navigating Self-Management and Leading Others	Advanced	Rio Vista
D09	Tues., May 7	Departmental	8:45 AM	Discussion	Role of The Grant Manager	Intermediate	Oceanside I
D10	Tues., May 7	DEI	8:45 AM	Discussion	Inclusion and belonging, while being your authentic self	Overview	Bonnet II

C21	Tues., May 7	Post-Award	10:15 AM	Concurrent	Journey to Finding an Acceptable Cost Share Tracking Process Using Banner	Intermediate	Bonnet I
C22	Tues., May 7	Federal	10:15 AM	Concurrent	NSF Updates	Overview	Atlantic III
C23	Tues., May 7	Compliance	10:15 AM	Concurrent	RCR and the Research Administrator	Basic	Atlantic IV
C24	Tues., May 7	Extra	10:15 AM	Concurrent	The Impact of Your NCURA Membership	Overview	Rio Vista
D11	Tues., May 7	Pre-Award	10:15 AM	Discussion	What I Learned From My PIs: The Good, The New & The Stealthy	Overview	Oceanside I
D12	Tues., May 7	Departmental	10:15 AM	Discussion	Bridging the Gap: The 1,000 Mile Leap from Pre-Award to Post-Award	Overview	Bonnet II
C25	Tues., May 7	Res. Dev.	1:30 PM	Concurrent	PI-nspiration: The Art of Wooing PIs and Other Elusive Beings	Intermediate	Bonnet I
C26	Tues., May 7	Federal	1:30 PM	Concurrent	2 CFR 200 - What is new and a chance to discuss the UG and what keeps you up at night	Intermediate	Atlantic III
C27	Tues., May 7	DEI	1:30 PM	Concurrent	AI and the Future of Work for Research Administration	Overview	Atlantic IV
C28	Tues., May 7	eRA	1:30 PM	Concurrent	The Power of Dashboards: Using Power BI to Inform Better Decision Making	Overview	Rio Vista
D13	Tues., May 7	Senior	1:30 PM	Discussion	Managing More Without More	Intermediate	Oceanside I
D14	Tues., May 7	PUI	1:30 PM	Discussion	Hot Topics for PUIs	Overview	Bonnet II
C29	Tues., May 7	Pre-Award	3:00 PM	Concurrent	Budget Fundamentals	Basic	Bonnet I
C30	Tues., May 7	Federal	3:00 PM	Concurrent	Unlocking Opportunities: Administration for Community Living Grants	Intermediate	Atlantic III
C31	Tues., May 7	Post-Award	3:00 PM	Concurrent	Closeouts 101	Basic	Atlantic IV
C32	Tues., May 7	Departmental	3:00 PM	Concurrent	Work-life balance, Is it just a Buzz Word?	Basic	Rio Vista
D15	Tues., May 7	Compliance	3:00 PM	Discussion	Navigating the Waves of Innovation: Staying ahead of the Curve in Research Administration	Intermediate	Oceanside I
D16	Tues., May 7	eRA	3:00 PM	Discussion	Managing Contracts: The Most Avoided Topic in Research Administration	Intermediate	Bonnet II
C33	Wed., May 8	Pre-Award	9:00 AM	Concurrent	USDA's National Institute of Food and Agriculture for the Non-Land-Grant Institution	Overview	Bonnet I
C34	Wed., May 8	Departmental	9:00 AM	Concurrent	Managing Multi-Project Awards	Overview	Atlantic III
C35	Wed., May 8	DEI	9:00 AM	Concurrent	Do Great Minds Think Alike? Cultivating Thought Diversity Through Psychological Safety	Overview	Atlantic IV
C36	Wed., May 8	Res. Dev.	9:00 AM	Concurrent	WE are ONE: How to Engage and Support a Dream Team	Basic	Rio Vista
D17	Wed., May 8	Compliance	9:00 AM	Discussion	Effort Discussion: A Different Perspective on Effort	Overview	Oceanside I
D18	Wed., May 8	Post-Award	9:00 AM	Discussion	Discussion on Billing/Invoicing Issues	Basic	Bonnet II
C37	Wed., May 8	Compliance	10:30 AM	Concurrent	NSPM-33, CHIPS Act, and Changes to the OMB Circular	Overview	Bonnet I
C38	Wed., May 8	PUI	10:30 AM	Concurrent	Easing the Often-Awkward Shift from Management to Leadership in PUIs	Advanced	Atlantic III
C39	Wed., May 8	Res. Dev.	10:30 AM	Concurrent	Revolutionizing Cancer Research Funding: A Case Study of UF Health Cancer Center's Database Solution	Intermediate	Atlantic IV
C40	Wed., May 8	Extra	10:30 AM	Concurrent	Event Mastery 101: Crafting Epic Experiences with Purpose, Marketing Mojo, and Budget Brilliance!	Overview	Rio Vista
D19	Wed., May 8	Post-Award	10:30 AM	Discussion	Compliance in an Evolving Landscape of Data Management and Sharing Policies	Overview	Oceanside I