2024 Spring Meeting
May 4 – May 8, 2024
Ft. Lauderdale, FL

Discover the Possibilities:
Engaging Minds, Empowering Success

NCURA REGION III

Engaging Minds
Empowering Success

SCHEDULE AT A GLANCE

FRIDAY, May 3	EVENT	LOCATION
1:30 PM – 5:00 PM	Executive Committee Retreat	Sawgrass

SATURDAY, May 4	EVENT	LOCATION
7:00 AM – 8:15 AM	Breakfast	Oceanside II
7:30 AM – 4:00 PM	Registration	Rio Foyer
8:00 AM – 12:00 PM	Half-Day Workshops (1-4)	See Workshop Details Below
10:15 AM – 10:30 AM	AM Breather	

SUNDAY, May 5		
7:00 AM – 4:00 PM	Registration	Atlantic Foyer
7:00 AM – 8:15 AM	Breakfast	Conf. Ctr. Porte Cachere
8:00 AM – 12:00 PM	Half-Day Workshops (5-10)	See Workshop Details Below
10:15 AM – 10:30 AM	AM Breather	
12:00 PM – 12:50 PM	Planning/Program Committees Kick-off Meeting	Oceanside II
1:00 PM – 4:00 PM	Half-Day Workshop 11	Atlantic I, II, V, VI
4:00 PM – 6:00 PM	Exhibitor Setup	Atlantic Foyer
6:00 PM – 7:30 PM	Welcome Reception	Sky Terrace
8:00 PM – 10:00 PM	Hospitality Suite: School Spirit Night	Oceanside II

MONDAY, MAY 6		
7:00 AM – 8:30 AM	Breakfast	Conf. Ctr. Porte Cachere
7:30 AM – 5:00 PM	Registration	Atlantic Foyer
8:30 AM – 10:15 AM	Conference Welcome & Keynote Address	Atlantic I, II, V, VI
10:15 AM – 5:00 PM	Decompression Zone	Oceanside II
8:00 AM – 5:00 PM	Exhibitor Hall	Atlantic Foyer
10:30 AM – 11:45 AM	Concurrent Sessions & Discussion Groups	See Program Details
11:50 AM – 1:00 PM	Lunch	Atlantic I, II, V, VI
1:00 PM – 2:15 PM	Concurrent Sessions & Discussion Groups	See Program Details

2:15 PM – 2:30 PM	Break with Exhibitors	Atlantic Foyer
2:30 PM – 3:45 PM	Concurrent Sessions & Discussion Groups	See Program Details
4:00 PM – 5:00 PM	Concurrent Sessions & Discussion Groups	See Program Details
5:30 PM – 7:30 PM	Dinner Groups (sign up by 12PM)	
8:00 PM – 10:00 PM	Hospitality Suite: Pajama Night	Oceanside II

TUESDAY, MAY 7

7:30 AM – 4:30 PM	Registration	Atlantic Foyer
7:00 AM – 8:45 AM	Breakfast	Conf. Ctr. Porte Cachere
8:00 AM – 4:15 PM	Exhibitor Hall	Atlantic Foyer
8:45 AM – 5:00 PM	Decompression Zone	Oceanside II
8:45 AM – 10:00 AM	Concurrent Sessions & Discussion Groups	See Program Details
10:00 AM – 10:15 AM	Break with Exhibitors	Atlantic Foyer
10:15 AM – 11:30 AM	Concurrent Sessions & Discussion Groups	See Program Details
11:30 AM – 1:30 PM	Lunch/Regional Business Meeting	Atlantic I, II, V, VI
1:30 PM – 2:45 PM	Concurrent Sessions & Discussion Groups	See Program Details
2:45 PM – 3:00 PM	Break with Exhibitors	Atlantic Foyer
3:15 PM – 4:30 PM	Concurrent Sessions & Discussion Groups	See Program Details
4:30 PM – 5:30 PM	Exhibitor Takedown	Atlantic Foyer
6:00 PM – 10:00 PM	Regional Dinner Celebration	Atlantic I, II, V, VI

WEDNESDAY, MAY 8

7:00 AM – 9:00 AM	Breakfast	Conf. Ctr. Porte Cachere
8:00 AM – 10:00 AM	Registration	Atlantic Foyer
8:00 AM – 12:00 PM	Decompression Zone	Oceanside II
9:00 AM – 10:15 AM	Concurrent Sessions & Discussion Groups	See Program Details
10:30 AM – 11:45 AM	Concurrent Sessions & Discussion Groups	See Program Details
12:00 PM	Meeting Adjourns	
12:00 PM – 1:30 PM	Planning/Program Committee Debrief Meeting	Rio Vista

HALF DAY (8:00 AM – 12:00 PM)

Content Level: OVERVIEW   Track: PRE-AWARD

Pre-Award Basics

Presenters: Celeste Rivera Nunez, University of Central Florida; Stephanie Rodriguez-Makhlouf, University of Central Florida; Natasha Williams Brown, Emory University; and Rodney Granec, West Alabama University

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. *Location: Bonnet I*

Content Level: ADVANCED   Track: LEADERSHIP

Navigating Leadership & Self-Management while Becoming Your Best Self

Presenters: Emily Devereux, University of South Carolina & Tolise Dailey, Duke University

Join us in this workshop as we explore learning your management style and effective strategies for handling your own responsibilities while also overseeing others. Workshop activities will include creating your "Leadership Manual" and working through case studies in mastering the art of responding to faculty, staff, and colleagues in the dynamic and fast-paced environment of research administration. *Location: Bonnet II*

Content Level: OVERVIEW   Track: FEDERAL

NSF Primer

Presenters: Jean Feldman & Jamie French, National Science Foundation

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, post-award policies and terms and conditions, as well as the new updates and changes to the PAPPG. Hear from the head of the NSF Policy Office and division director of NSF Grants & Agreements. You will be able to ask all of your pertinent questions pertaining to all of the changes and updates to the PAPPG. *Location: Rio Vista I*

SUNDAY, MAY 5th

HALF DAY (8:00 AM - 12:00 PM)

Content Level: OVERVIEW   **Track: DEPARTMENTAL**

Lane Change Ahead...Department Research Administration Reconstruction to a Hybrid Model

Presenters: Steve Koogler, Maleika Huff, and Kim Maune, Emory University

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. *Location: Rio Vista II*

Content Level: BASIC   **Track: POST-AWARD**

Post-Award Basics

Presenters: Xiaowen Ma, Emory University; Daniela Prelipceanu, The Rutgers University; and Francesca Bardi, Emory University

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. *Location: Atlantic III*

Content Level: BASIC   **Track: PRE-AWARD**

Budget Building Blocks for Research Administrators

Presenters: Danielle McElwain, Rebecca Wessinger, and Savannah Britz, University of South Carolina

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. 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. *Location: Atlantic IV*

Content Level: INTERMEDIATE   **Track: LEADERSHIP**

Pandemic Pandemonium: Lessons Learned in Hiring, Onboarding, and Retaining Research Administration Staff

Presenters: MaryBeth Spaulding & Steven Cornelison, University of Virginia

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. *Location: Bonnet*

Content Level: BASIC **Track: DEPARTMENTAL**

Managing a Research Portfolio: A Departmental Perspective

Presenters: Tamara Hill, Morehouse School of Medicine & Erika Cottingham, Auburn University

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. *Location: Atlantic I, II, V, VI*

Content Level: OVERVIEW **Track: FEDERAL**

NIH Unplugged

Presenters: Gabe Hidalgo, National Institutes of Health

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. *Location: Rio Vista I*

HALF DAY (1:00 PM - 4:00 PM)

Content Level: OVERVIEW **Track: PROFESSIONAL DEVELOPMENT**

Exploring AI Implementation Across Research Administration

Presenters: Tolise Dailey, Duke University & Emily Devereux, University of South Carolina

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. *Location: Atlantic I, II, V, VI*

MONDAY, MAY 6th

8:30 AM - 10:15 AM

Conference Welcome & Keynote via Fireside Chat
Keynote Speaker: Dr. Alexis Mootoo, CEO of AlexHarris LLC
Associate Vice President for Employee Experience, University of South Florida
Location: Atlantic I, II, V, VI

10:30 AM – 11:45 AM

Concurrent Sessions

Content Level: OVERVIEW   Track: DEPARTMENTAL

Empowering Research Administration: Building a Center-Owned Research Data Ecosystem

Presenters: Xiuyao Song, University of Florida & Tina Huang, University of Florida

Our Research Intelligence team has built a dynamic research data ecosystem, comprising a variety of center-owned components. These include data collection and consolidation, centralized data storage, a user-friendly data management portal, powerful data reporting and analytics capabilities, and a suite of home-grown applications that support the data collection and reporting. In this presentation, we will illuminate the architecture of our data ecosystem and showcase the data components we've integrated into the system so far. Our emphasis lies in how this ecosystem offers a seamless and standardized data perspective, and how it empowers our research administrators in their day-to-day data management and reporting tasks. *(Bonnet I)*

Content Level: OVERVIEW   Track: FEDERAL

NIH Updates

Presenters: Gabe Hidalgo, National Institutes of Health

Don't miss this opportunity to hear about what is new and being developed within the National Institute of Health's (NIH) programs, policies, and budgets. In this comprehensive review, participants will learn about recent policy updates and how their respective institutions may be impacted. Upon completion of the presentation, participants will have the opportunity to ask questions about new and existing policies. Topics include recent and upcoming changes to NIH policy, compliance requirements, and so much more! *(Atlantic III)*

Content Level: BASIC   Track: POST-AWARD

Raising the Flags - Using Monthly Management Reports to Identify Expenses Needing Additional Review

Presenters: Karen Mizelle, East Carolina University & Becky Welch, East Carolina University

In order to better equip research administrators with tools to help identify questionable costs, late supply, travel, and equipment purchases, charges after the end date, overrun/underrun, and projects with subawards or cost share requirements on a monthly basis, ECU developed three monthly reports that are emailed to Financial Analysts, Hub Personnel, and Departmental Admins and implemented processes for navigating issues found on the reports. In this session we will discuss the importance of monthly review of expenses on both compliance and closeout as well as share the monthly reports and process we use to help departments manage their projects. *(Atlantic IV)*

Content Level: ADVANCED   Track: PUI

Building Capacity in a Research Administration Office

Presenters: Tracy Louder, Auburn University-Montgomery; Moniqua Holton, American Heart Association; and Steve Koogler, Emory University

Are you a new manager or leader in research administration? Interested in building an office of sponsored programs or grants/contracts? Come engage with us. This concurrent session will give insight into building capacity of Sponsored Programs and Research Administration Offices. *(Rio Vista)*

Discussion Groups

Content Level: OVERVIEW   **Track: PRE-AWARD**

How You Doin?: The one with the Research Administration Quiz Show

Presenters: Melinda Fischer, Clemson University & Melissa Freudenberger, University of Tennessee Institute of Agriculture

Are you ready to put your research administration knowledge to the test in a fun and interactive game show style session? Join us for How You Doin?: The one with the Research Administration Quiz Show- Individual Competitor Edition; where you can challenge your understanding of the intricate world of research administration in a lively and engaging way and win prizes, too! In this session, we will transform the traditional session format into a competitive game show. Participants will compete individually, answering questions related to various aspects of research administration. Each question will be carefully crafted to cover a wide range of topics, from grant application processes to compliance and ethics, all designed to enhance your knowledge and critical thinking skills. This dynamic and immersive session will challenge you while also bringing out your competitive spirit. *(Oceanside I)*

Content Level: BASIC   **Track: COMPLIANCE**

Is it Human Subjects Research? It Depends.

Presenters: Carolyn Sims, Georgia Institute of Technology & Melanie Clark, Georgia Institute of Technology

Are you a pre- or post-award administrator who wonders, "Does this project need IRB approval? Do you want a deeper understanding beyond the 'checked box' for IRB approval? Dive into how the IRB/HRPP office determines if an award involves human subjects research. Join us for an open discussion covering the basics of understanding when a proposal will need IRB review, how to identify key information for determining engagement in human subjects research, and common scenarios Research Administrators may need to navigate in communication with their IRB offices. *(Bonnet II)*

1:00 PM – 2:15 PM

Concurrent Sessions

Content Level: ADVANCED   **Track: SENIOR**

Workload Measurements: A More Realistic Approach to Staffing Our Offices

Presenters: Lacey Rhea, Duke University & Ryan Chance, University of Florida

Why is it that even when supposedly fully staffed, our workloads are still so overwhelming? Simply put, because fully staffed is not the same thing as adequately staffed. If there are no vacancies and our employees are still overwhelmed, the problem is rooted in a miscalculation of the number of positions needed to handle the workload in the current environment. Traditional methods of measuring the staffing needs of a department often neglect significant realities around the cognitive nature of the work we do, the amount of non-transactional activities we engage in, and most importantly the high variability of knowledge and experience within the workforce. A more robust and sustainable model of staffing is possible when we start thinking and talking about our profession and the workforce in a more comprehensive, reality-based way. This session presents a bold new way of assessing the needs of research administration offices that will result in more balanced workloads, greater employee retention, and more compliant operations. *(Bonnet I)*

Content Level: OVERVIEW   **Track: FEDERAL**

USDA Rural Development Telecommunications Program Loans and Grants

Presenters: Kenneth Wiseman, United States Department of Agriculture (USDA)

This session will provide an overview of the major grant and loan programs managed by the Telecommunications Program of the USDA Rural Utilities Service which support access to broadband, distance learning, and telemedicine. *(Atlantic III)*

Content Level: INTERMEDIATE   **Track: PRE-AWARD**

How to Tame the Circus of SciENcv Requirements

Presenters: Emily Devereux, University of South Carolina & Rebecca Wessinger, University of South Carolina

NSF is now requiring senior personnel documents be formatted and coded in SciENcv for proposal submissions, and other funding agencies are following suit by encouraging the use of SciENcv. What does this mean for the research administrator and the PIs? This session will take you through best practices in compliance at departmental, college, and central levels with the use of SciENcv, including how the documents are certified during proposal submission stage. We will also do a hands-on walk through of SciENcv with tips, tricks, and troubleshooting common issues that have surfaced during its implementation. Participants will gain an understanding of how to manage the use of SciENcv, best practices for compliance, and learn how to better navigate and troubleshoot while creating, editing, and downloading documents in SciENcv to meet agency requirements. *(Atlantic IV)*

Content Level: BASIC   **Track: RESEARCH DEVELOPMENT**

Research Administration from Both Sides: Department vs. Central

Presenters: Consuela Joy Turner, St. Jude Children's Hospital & Lynette Johnson-Walker, St. Jude Children's Hospital

This session will focus on the broad (yet specific) view of research administration from both central and departmental administration. The presenters have experience in both areas and will share information from their perspectives, along with survey responses from the NCURA membership. *(Rio Vista)*

Discussion Groups

Content Level: INTERMEDIATE   **Track: POST-AWARD**

Here, Hold My Drink!: Crazy, Outlandish, and Sometimes Allowable Requests by PIs

Presenters: Paige Robinson, Attain Partners; Leigh Stephens, Attain Partners; and Jeanne Viviani

Paige, Leigh, and Jeanne will present some wild, outlandish, and wacky requests made to them or their coworkers to provide a mindful session of scenarios to provide out-of-the-box thinking required in Research Administration. It will be an interactive session that will bring about interesting scenarios many have never considered. *(Bonnet II)*

Content Level: INTERMEDIATE   **Track: DEI**

Navigating Diversity: Addressing Challenges and Breaking Barriers in Research Administration

Presenters: Celeste Rivera Nunez, University of Central Florida; Natasha Williams Brown, Emory University; and Steve Koogler, Emory University

The focus lies on the concerns of Research Administrators regarding the future growth of the field. With questions lingering about the trajectory and expansion of research administration, attention is also directed toward the crucial aspects of diversity, equity, and inclusion (DEI) within academia or, in our case, Research Administration. *(Oceanside I)*

2:30 PM – 3:45 PM

Concurrent Sessions

Content Level: INTERMEDIATE   Track: eRA

Automating Intramural Competitions Leveraging Microsoft Office 365

Presenters: Michele Ramsey, University of Florida Health Cancer Center & Colette Nichols, University of Florida Health Cancer Center

Intramural funding competitions such as pilot and seed grants often find themselves managed outside any formal eRA systems, either all or in part, resulting in gathering of manual forms and applications. Leveraging the Microsoft Office 365 environment, the UF Health Cancer Center has moved their entire intramural funding lifecycle to the digital age. This session will share the lessons learned in that transition and how participants can use the same technologies in their home units. *(Bonnet I)*

Content Level: OVERVIEW   Track: FEDERAL

NSF Payments and Analytics Branch - Post Award Financial Processes

Presenters: Justin Poll, National Science Foundation & Cheryl Coppet, National Science Foundation

NSF's Payment and Analytics Branch, within the Division of Financial Management, will provide an overview of their financial management practices and operations, as well as new initiatives within the branch. Topics covered include awardee financial reporting and reimbursement responsibilities, best practices and frequently asked questions, recurring monitoring activities, critical fiscal year timelines, as well as new innovations in grant monitoring. This session will be helpful to both new and current NSF awardees to learn more about post-award financial activities at NSF. *(Atlantic III)*

Content Level: OVERVIEW   Track: COMPLIANCE

Federal Audits at Universities: Common Errors, Findings, and Federal Plans

Presenters: Julie B. Cole, Clemson University; Gil Tran, Attain Partners; and Rebecca Warlick, Clemson University

Audits - Federal and Institutional Perspectives This interaction session will provide insights from the federal OIG perspective and institutional viewpoints in understanding the audit process, current federal thinking about audits, and how institutions might consider how to anticipate and proactively address potential audit concerns. *(Atlantic IV)*

Content Level: ADVANCED   Track: SENIOR

Navigating the New Normal: Leadership Lessons in Times of Transition

Presenters: Hollie Schreiber, University of Tennessee Institute of Agriculture; Melissa Freudenberger, University of Tennessee Institute of Agriculture; Kira Gantt, Virginia Polytechnic Institute and State University; and Emily Devereux, University of South Carolina

Navigating transitions can be quite challenging, and when multiple transitions overlap, the complexity multiplies. In this session, we will delve into a case-study-like analysis of a sponsored programs office that has weathered a series of turbulent transitions in recent years. Our presenters will share valuable lessons learned, demonstrating how an office can evolve and mature positively in the face of such formidable challenges. *(Rio Vista)*

Discussion Groups

Content Level: OVERVIEW   Track: DEPARTMENTAL

Lane Change Ahead...Department Research Administration Reconstruction to a Hybrid Model

Presenters: Steve Koogler, Emory University; Maleika Huff, Emory University; Kim Maune, Emory University; and Tammy Lyons, Emory University

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? (4) What steps did we need to take to ensure there were no accidents? *(Oceanside I)*

Content Level: INTERMEDIATE　　　　　　　　　　**Track: PUI**

Developing a Principal Investigator (PI) Training Programs at a PUI

Presenters: Jeanette Moss-Smith, Columbus State University & Laneika K. Musalini, Metropolitan State University of Denver

Small offices of sponsored programs at PUIs may often struggle with faculty members taking on the role of Principal Investigator (PI) with limited knowledge of the role. There is a great deal of education that needs to take place for PIs to learn exactly what it means to be a PI and why this knowledge is important to securing and managing a grant portfolio. Attend this session to share and listen as your peers discuss developing and implementing PI training programs at PUIs. *(Bonnet II)*

4:00 PM – 5:00 PM

Concurrent Sessions

Content Level: INTERMEDIATE　　　　　　　　　　**Track: DEPARTMENTAL**

How to Transfer an NIH Award in 73 Easy Steps

Presenters: Lindsey Demerritt, Attain Partners; Regina Holl, University of Massachusetts Medical; and Karen Gardiner, University of Massachusetts Medical

How many of us have sat down to work on a transfer application only to find out that it was due 2 months ago? Or that the relinquishing institution still has not filed the relinquishment statement? Or that the PI is now mid-move with a spouse and kids and has ZERO time to really participate in this process (understandably)? This session will work through the overarching process of facilitating an NIH transfer application, primarily from the receiving institution's vantage, from the point where we learn that the faculty member is joining our institution to the point of submission of the application package. *(Bonnet I)*

Content Level: BASIC　　　　　　　　　　**Track: FEDERAL**

Nintendo's Newest Game or FTA's TrAMS?

Presenters: Nichole Cavin, University of Alabama & Jennifer Mills, University of Alabama

Do you ever feel like navigating a federal sponsor's grant system is like playing a video game and you only have 3 lives to get it right? Do not despair, we have tips and tricks for navigating the FTA's Transit Awards Management System (TrAMS). It is a multilevel, multiplayer, challenging game for anyone that wants funding from FTA. We have the secret codes to help you make it to the end. *(Atlantic III)*

Content Level: INTERMEDIATE　　　　　　　　　　**Track: PRE-AWARD**

Cost Share Challenges and Solutions

Presenters: Rebecca Vann, University of Virginia & Stephen Cornelison, University of Virginia

In this session, participants will learn about common cost share challenges and how to navigate those issues. Participants will gain a deeper understanding of the cost share process, including best practices at the proposal stage to ensure cost share goals are met over the course of the project. *(Atlantic IV)*

Content Level: INTERMEDIATE　　　　　　　　　　**Track: POST-AWARD**

Contracts: Breaking it Out, Breaking it Down

Presenters: Lorrie Robbins, Duke University & Betty Morgan, George Washington University

Does the word contracts make you want to run fast? Don't run! Contracts are not so bad! This session will show you how to become friends with contracts. We will do a walk-through of the basics of the different types of contracts through essential language in a contract. We will wrap up with what it all means. *(Rio Vista)*

Discussion Groups

Content Level: OVERVIEW   **Track: PUI/RESEARCH DEVELOPMENT**

Leveling the Grant Proposal Playing Field: Increasing Research Capacity for Social Sciences, HBCUs, and PUIs

Presenters: Clair Green-Schwartz, University of Cincinnati & Robert Brown, University of Maryland Eastern Shore

The research enterprise has changed drastically in the last 50 years. While these changes have brought new opportunities for some organizations, others have been left behind. In 2023, the National Science Foundation funded a series of convenings to identify challenges, barriers, and potential solutions to increasing social science research across the country. This session will seek input and feedback from research administrators on barriers to increasing federal funding in the social sciences and at HBCUs and PUIs in general. Participants will have access to new, free, open-source research materials compiled as a result of this project. *(Oceanside I)*

Content Level: INTERMEDIATE   **Track: ERA**

Lessons Learned from eRA and Financial System Implementations from a Management and Staff Perspective: It will get Better

Presenters: MaryBeth Spaulding, University of Virginia & Jaime Petrasek, University of Virginia

University of Virginia implemented both Huron Grants and Agreements and Workday Financials in Spring 2022. We are currently in the process of integrating the two systems. There have been many lessons learned along the way that we wish we knew going in! Join us for a discussion from both the management and staff perspective. Bring us your questions and hear our opinions on everything from the pain of converting data from your old system, training and outreach, maintaining morale, backlogs of work and the high cost of consultants, and the light at the end of the tunnel. *(Bonnet II)*

TUESDAY, MAY 7th

Concurrent Sessions

Content Level: OVERVIEW   Track: COMPLIANCE

Extreme Makeover: Uniform Guidance 2 CFR Edition

Presenters: Robert Cohen, Attain Partners & Gil Tran, Attain Partners

This session will discuss the key changes that will be published in the Uniform Guidance prior to the time of the conference. The session will provide the background and describe why these changes were made and how they will affect universities and other grantees. Finally, the session will discuss implementation of the changes. (Co-presenter will be Gil Tran formerly Senior Policy Analyst at OMB). *(Atlantic III)*

Content Level: BASIC   Track: PRE-AWARD

Yes, there is Homework: New Approaches to On-Boarding and Continued On-the-Job Training

Presenters: Nichole Cavin, University of Alabama & Jennifer Mills, University of Alabama

On-boarding new employees is challenging, but it is even more challenging when you have to teach the new employees what their job is and what Research Administration is. Where do you start and what do you start with? We will cover the various ways of on-boarding and training someone new to research administration...what has worked and what did not work with new hires. *(Atlantic IV)*

Content Level: ADVANCED   Track: SENIOR

Navigating Self-Management and Leading Others

Presenters: Denise Wynn, Duke University

In this session we will discuss ways to manage yourself on a day-to-day basis while leading others. It is essential to learn tactics on how to respond to faculty, staff, and colleagues, while remaining in compliance in this fast-paced arena. *(Rio Vista)*

Discussion Groups

Content Level: BASIC   Track: PRE-AWARD

Synchronizing Success: Strategies for When PI Goals and RFP Guidelines Clash

Presenters: Rebecca Vann, University of Virginia & Stephen Cornelison, University of Virginia

Participants will collaborate to discuss challenges faced when PIs plan submissions that are not a good fit, due to program goals and/or expectations. Examples include overlapping effort requirements, conflicts between PIs aims and program goals, and financial challenges. Participants will collaborate to discuss situations that have been encountered in our roles and possible ways to navigate these challenges. *(Bonnet I)*

Content Level: INTERMEDIATE   Track: DEPARTMENTAL

The Role of Grant Manager

Presenters: Erika Cottingham, Auburn University & Paige Robinson, Attain Partners

In our rapidly evolving academic landscape, the role of a Grant Manager has transcended its traditional boundaries. Today, a Grant Manager is not just an administrator; they've become a vital catalyst for progress. They inspire, encourage, facilitate, and support the entire research enterprise. In this discussion group, we will delve into each of these facets to explore how embracing this changing role can lead to positive outcomes in the world of university research administration. Let's embark on a journey to uncover the potential of the evolving "Role of The Grant Manager"; We'll examine how Grant Managers can inspire innovation, encourage collaboration, facilitate efficiency, and offer unwavering support to researchers. Together, we will discover the transformative power of this pivotal role and how it can be harnessed to drive success in our institution. *(Oceanside I)*

Content Level: OVERVIEW   **Track: DEI**

Inclusion & Belonging While Being Your Authentic Self

Presenters: Jatasha Haralson, Mayo Clinic & Danielle Hannah, Mayo Clinic

There is a small neon pink elephant in the room, nobody's asking about it, people are choosing to ignore it and for the most part, hoping it disappears, but unfortunately, it just keeps getting larger. Allowing intolerance and other biases are detrimental to the culture and the people in the room who are being pushed into a corner and not being allowed to be their true authentic selves. Do you see it, can you feel it, or have you heard about it? In this dialogue, we aim to address the challenges faced by individuals who have be marginalized or suppressed in the workplace. By fostering an environment of acceptance and embracing diversity, we can create a space where everyone feels valued and empowered to express their true selves. Let's come together to explore strategies for promoting inclusivity and celebrating individuality in our professional lives. Join us for an open dialogue on being inclusive and bringing your authentic self to work, in an environment that has historically not welcomed such uniqueness. *(Bonnet II)*

10:15 AM – 11:30 AM

Concurrent Sessions

Content Level: INTERMEDIATE   **Track: POST-AWARD**

Journey to Finding an Acceptable Cost Share Tracking Process Using Banner

Presenters: Karen Mizelle, East Carolina University & Becky Welch, East Carolina University

Through trial and error and a few derailed attempts we have found a solution that is both acceptable to our state and universities policies and provides real time tracking for sponsored projects with cost share commitments. This session will present the importance of cost share tracking and share our journey of finding the process that works for us as well as sharing the other processes that may work for other agencies. *(Bonnet I)*

Content Level: OVERVIEW   **Track: FEDERAL**

NSF Updates

Presenters: Jean Feldman, National Science Foundation & Jamie French, National Science Foundation

This session will cover updates to the NSF Proposal and Award Policies and Procedures Guide (PAPPG) including revisions to the biographical sketch and current and pending support documents, and other hot topics pertaining to NSF policy. *(Atlantic III)*

Content Level: BASIC   **Track: COMPLIANCE**

Responsible Conduct of Research and the Research Administrator

Presenters: Nichole Cavin, University of Alabama & Doug Backman, University of Central Florida

This session will focus on Responsible Conduct of Research (RCR) and the Research Administrator. With an overview of what RCR is, research administrators will learn what it is and how RCR effects the research administrator. There will be a discussion on what we as research administrators can do to facilitate RCR. *(Atlantic IV)*

Content Level: OVERVIEW   **Track: EXTRA—Professional Development**

The Impact of Your NCURA Membership

Presenters: Timothy Schailey, Thomas Jefferson University & Emily Devereux, University of South Carolina

This session will provide an overview regarding the impact of your NCURA membership, and how the organization supports you and your career through its various conferences, education resources, and volunteer opportunities. *(Rio Vista)*

Discussion Groups

Content Level: OVERVIEW   Track: PRE-AWARD

What I Learned From My PIs: The Good, The New & The Stealthy

Presenters: LaTryce Butler, Duke University & Teresa Bryan-Watts, Mississippi State University

This discussion will equip new research administrators to confidently engage faculty and play a more productive role in the research project team. Successfully managing these elements will lead to a more streamlined and efficient pre-award experience. *(Oceanside I)*

Content Level: OVERVIEW   Track: DEPARTMENTAL

Bridging the Gap: The 1,000-Mile Leap from Pre-Award to Post-Award

Presenters: Erin Blackwell, University of Central Florida; Rimy Jassl, University of Central Florida; and Jean Bagga, University of Central Florida

This session will discuss activities and responsibilities of pre-award and post-award during the hand-off of a sponsored research project. The session will also discuss the importance of communication between pre-award and post-award to effectively address post-award issues of effort, compliance, stipends, subawards, consultants, etc. *(Bonnet II)*

1:45 PM – 3:00 PM

Concurrent Sessions

Content Level: INTERMEDIATE   Track: RESEARCH DEVELOPMENT

PI-nspiration: The Art of Wooing PIs and Other Elusive Beings

Presenters: Melinda Fischer, Clemson University; Marc Haon, Attain Partners; Paige Robinson, Attain Partners; and Abby Guillory, University of Texas-Rio Grande Valley

Building and maintaining strong relationships with PIs is a crucial aspect of successful research administration. In this session, we will explore the art of cultivating and sustaining robust partnerships with PIs, emphasizing the importance of effective communication, collaboration, and mutual understanding. We'll also discuss the complexities of dropping new employees and consultants into the mix and how to kick start those relationships with faculty. *(Bonnet I)*

Content Level: INTERMEDIATE   Track: FEDERAL

2 CFR 200 - What is New and a Chance to Discuss the UG and what Keeps You Up at Night

Presenters: Rob Bingham-Roy, Georgia Institute of Technology & Jennifer Camp, University of Alabama

This concurrent session will highlight the recent changes in 2 CFR 200, but also is intended to be an open discussion of the guidance at large where attendees can bring their concerns to discuss policy and procedure implementation ideas. *(Atlantic III)*

Content Level: OVERVIEW   Track: DEI

AI and the Future of Work in Research Administration

Presenters: Michael Jones, Children's Hospital of Philadelphia & Lisa Wilson, Emory University

Our work models have changed significantly since the pandemic, and leaders must strategically lead organizations in challenging environments. As organizations become comfortable with their hybrid and remote models in 2022 and 2023, leaders were faced with various challenging topics: A) future of work model shifts; (B) Artificial Intelligence (AI) tools; and (C) DEI concerns. As we move forward into 2024, leaders are thinking how to balance all three of these challenging domains into their research administration structures. Organizations will continue to think strategically about how we can use AI and when not to use AI. AI can also have benefits and risks for DEI. This presentation will provide an overview of AI, explain the risks and benefits, and how AI can be used with DEI. *(Atlantic IV)*

Content Level: OVERVIEW   **Track: eRA**

The Power of Dashboards: Using Power BI to Inform Better Decision Making

Presenters: Jennifer Mills, University of Alabama & Nichole Cavin, University of Alabama

Power BI is a powerful, business analytics tool that can be effectively utilized in research administration to inform better decision-making. By bringing all relevant data into on platform, administrators can have a comprehensive view of the research landscape which allows for better data visualization, real-time reporting, budget monitoring, grant performance analysis, workload monitoring and forecasting. We will share where we are at The University of Alabama in our development of an integrated dashboard, how we got started and where we are headed. *(Rio Vista)*

Discussion Groups

Content Level: INTERMEDIATE   **Track: SENIOR**

Managing More Without More

Presenters: Jenn Garye, Florida State University & Jessica Lambdin, Florida State University

While many institutions are pushing to grow research numbers, increasing staff to handle the additional workload can often fall behind. We will discuss tactics to bridge the gap between high workload and staffing shortages. *(Oceanside I)*

Content Level: OVERVIEW   **Track: PUI**

Hot Topics for PUIs

Presenters: Lorelei Sells, University of Tampa & Jeanette Moss-Smith, Columbus State University

At PUIs with small, sponsored programs offices, we often come across questions or issues and don't have a colleague nearby to stop by their desk and brainstorm with. Maybe you have a question that you would like input on or have solved something at your institution that you'd like to share? Join us for an interactive discussion group with your PUI peers to discuss burning topics. Find out what challenges others are facing, share some of your own, and let's talk to together to find advice and solutions. *(Bonnet II)*

3:15 PM – 4:30 PM

Concurrent Sessions

Content Level: BASIC   **Track: PRE-AWARD**

Budget Fundamentals

Presenters: Charlotte Stalvey, University of South Carolina & Danielle McElwain, University of South Carolina

A poorly executed budget and justification can tank a well-written proposal. Although research is important, the budget and its narrative are crucial in securing the funds to perform the research. Awards are based on the proposed budget, so the PI must plan across the budget period(s) to cover financially what is needed. This workshop will introduce research administrators to the fundamental budgeting process during proposal development and explain the categories of costs. *(Bonnet I)*

Content Level: INTERMEDIATE   **Track: FEDERAL**

Unlocking Opportunities: Administration for Community Living Grants

Presenters: Ford Simmons, Medical University of South Carolina & Renee Vick, Medical University of South Carolina

Join us for an insightful session delving into the diverse grants offered by the Administration for Community Living (ACL). From enhancing independent living to promoting community inclusion and support services, ACL grants play a pivotal role in fostering resilience and empowerment within communities nationwide. Our presentation will provide a comprehensive overview of the various grant programs administered by ACL, offering valuable insights into eligibility criteria, application procedures, and best practices for securing funding. *(Atlantic III)*

Content Level: BASIC   **Track: POST-AWARD**

Closeouts 101

Presenters: Tamara Hill, Morehouse School of Medicine & Maleika Huff, Emory University

Closeouts are a key part of the award lifecycle. However, it is often the lowest on the list of priorities. This oversight results in the creation of a backlog and can have financial consequences for the institution. Come join us for an interactive session to learn more about why closeouts are important and how to properly prepare for the closeout stage of the award. *(Atlantic IV)*

Content Level: BASIC   **Track: DEPARTMENTAL**

Work-Life Balance, Is it Just a Buzz Word?

Presenters: Lorrie Robbins, Duke University & Betty Morgan, George Washington University

Work-life balance? Is it a thing? Is it attainable? We will explore what work is and what life is, how they often collide and explore together ways to truly find balance, especially in this field of research administration. *(Rio Vista)*

Discussion Groups

Content Level: INTERMEDIATE   **Track: COMPLIANCE**

Navigating the Waves of Innovation: Staying ahead of the Curve in Research Administration

Presenters: Lee Broxton, Georgia Institute of Technology; Robert Bingham-Roy, Georgia Institute of Technology; and Kristi Kirkland, Georgia Institute of Technology

As research administrators, we work in a dynamic and everchanging field; our field requires skilled information curation and successful collaborations. Therefore, as the field continues to evolve, (especially with many research administrators working remotely), organizations need to develop better ways to communicate and collaborate. Share and listen to success stories as we reveal what Georgia Tech is doing to unlock research administrators' potential, despite these changes (along with ever changing policies and regulations). *(Oceanside I)*

Content Level: INTERMEDIATE   **Track: eRA**

Managing Contracts: The Most Avoided Topic in Research Administration

Presenters: Lorrie Robbins, Duke University & Jennifer Mills, University of Alabama

The growth of contracts in research administration is a multifaceted phenomenon driven by increased funding, collaboration, technological advancements, and the evolving nature of research activities. As research continues to expand in scope and complexity, effective contract management becomes paramount to ensure the success and integrity of research initiatives. Join us in a discussion about the nuances involved in the management of contracts in research and how other institutions are managing them. *(Bonnet II)*

WEDNESDAY, MAY 8th

9:00 AM – 10:15 AM

Concurrent Sessions

Content Level: OVERVIEW   Track: PRE-AWARD

USDA's National Institute of Food and Agriculture for the Non-Land-Grant Institution

Presenters: Hollie Schreiber, University of Tennessee, Institute of Agriculture; Melissa Freudenberger, University of Tennessee, Institute of Agriculture; and Kira Gantt, Virginia Polytechnic Institute and State University

USDA's National Institute of Food and Agriculture awards an average of $315M per year to non-land-grant institutions. This presentation will focus on the unique nature of NIFA's grant opportunities, including their flagship Agricultural Food and Research Initiative (AFRI) program. Specific topics will include NIFA indirect cost rate limits, NIFA cost-share requirements, how the AFRI RFP is organized, and other oddities specific to NIFA. *(Bonnet I)*

Content Level: OVERVIEW   Track: DEPARTMENTAL

Managing Multi-Project Awards

Presenters: Tamara Hill, Morehouse School of Medicine

Large awards with multiple projects can be challenging to manage. Often times these awards are spread across different departments and/or schools, with several project leaders. From a financial perspective, the activity is not always transparent to the Lead Principal Investigator (PI) or the lead Research Administrator. With multiple people involved it can be difficult organizing all of the various roles and responsibilities. What can be done to streamline these efforts and ensure the PI has a complete understanding of the financial standing of the award. Join us for an interactive session discussing best practices in managing multi-project awards. *(Atlantic III)*

Content Level: OVERVIEW   Track: DEI

Do Great Minds Think Alike? Cultivating Thought Diversity Through Psychological Safety

Presenters: Moniqua Holton, American Heart Association & Kendra Ellis, Duke University

This presentation focuses on the intersection of thought diversity and psychological safety within DEI initiatives. It emphasizes how a psychologically safe environment is essential for thought diversity to thrive, leading to innovative solutions and a robust organizational culture. Exploring the synergy between diverse cognitive approaches and psychological safety, demonstrating their collective impact on enhancing DEI efforts. Attendees will gain insights from real-world examples and case studies that showcase the practical benefits of creating spaces where diverse thoughts are not only present but actively nurtured and valued. *(Atlantic IV)*

Content Level: OVERVIEW   Track: EXTRA-New Members

Where Do I Go from Here? New Members Navigating NCURA

Presenters: Tracy Louder, Auburn University- Montgomery & Emily Devereux, University of South Carolina

This session is specifically for members new to NCURA or those new to volunteering with NCURA. Come to learn about how you can get engaged and make the most of your NCURA membership. You will have an opportunity to engage with the Region III New Member Coordinator and a National Office Board Member. *(Rio Vista)*

Discussion Groups

Content Level: OVERVIEW   Track: COMPLIANCE

Effort Discussion: A Different Perspective on Effort

Presenters: Denise Wynn, Duke University

During this session, we will engage in an open discussion focusing on how effort impacts sponsored projects. Effort is a crucial factor among many others that sponsors consider when assessing capacity. Our conversation will encompass topics such as overlap, other support, ongoing commitments, and the significance of salary allocations. We will explore the recent changes in understanding effort, aiming for a more comprehensive and holistic approach around effort and capacity. *(Oceanside I)*

Content Level: ADVANCED   **Track: SENIOR**

Workload Measurements: A More Realistic Approach to Staffing Our Offices Follow-up

Presenters: Lacey Rhea, Duke University & Ryan Chance, University of Florida

Follow-up discussion to concurrent session, Workload Management. Why is it that even when supposedly fully staffed, our workloads are still so overwhelming? Simply put, because fully staffed is not the same thing as adequately staffed. If there are no vacancies and our employees are still overwhelmed, the problem is rooted in a miscalculation of the number of positions needed to handle the workload in the current environment. Traditional methods of measuring the staffing needs of a department often neglect significant realities around the cognitive nature of the work we do, the amount of non-transactional activities we engage in, and most importantly the high variability of knowledge and experience within the workforce. A more robust and sustainable model of staffing is possible when we start thinking and talking about our profession and the workforce in a more comprehensive, reality-based way. This session presents a bold new way of assessing the needs of research administration offices that will result in more balanced workloads, greater employee retention, and more compliant operations. *(Bonnet II)*

10:30 AM – 11:45 AM

Concurrent Sessions

Content Level: OVERVIEW   **Track: COMPLIANCE**

New Compliance Requirements: CHIPS and Science Act, NSPM-33, and Data Management

Presenters: Doug Backman, University of Central Florida & Kerry Browder Sewell, East Carolina University

This presentation will focus on recent compliance requirements under the CHIPS and Science Act, the National Security Presidential Memorandum -33 (NSPM-33), and Data Management and Sharing mandates required by NIH. *(Bonnet I)*

Content Level: ADVANCED   **Track: PUI**

Easing the Often-Awkward Shift from Management to Leadership in PUIs

Presenters: Scott Pierce, Abraham Baldwin Agricultural College & Tracy Louder, Auburn University-Montgomery

As employees take steps up the higher education ladder, they often transition from supervising a team or project and helping direct an institution. This management-to-leadership transition can prove uneasy, especially for the detail-oriented. The natural tendency is to treat the new role like the old one, applying the same skills and team approaches. Join us for a role-playing and audience participation session to find out why other approaches may be more helpful. *(Atlantic III)*

Content Level: INTERMEDIATE   **Track: RESEARCH DEVELOPMENT**

Revolutionizing Cancer Research Funding: A Case Study of UF Health Cancer Center's Database Solution

Presenters: Ian Bennett & Jacob Harmer, University of Florida Health Cancer Center

In the dynamic landscape of research and innovation, securing funding is a pivotal driver of progress. Join us for a case study that delves into the UF Health Cancer Center's quest to develop a database and tracking system for cancer-related funding opportunities. This session illuminates the profound impact of this initiative which resulted in a remarkable 30% increase in grant applications by our members and is specifically crafted for professionals with intermediate and advanced expertise aiming to enhance their comprehension and proficiency in research funding. *(Atlantic IV)*

Content Level: OVERVIEW   **Track: EXTRA**

Event Mastery 101: Crafting Epic Experiences with Purpose, Marketing Mojo, and Budget Brilliance!

Presenters: Deanna Hendrickson, Monte' Hammon, and Brianna Nichols, Georgia Institute of Technology

You've got the spotlight to host a major conference or meeting, but what goes into making a hybrid event a smash hit? Dive in with us as we share our secrets on how we craft and execute our stellar hybrid events. We'll spill the tea on logistics management, effective communication strategies to pack the house, and break down budgeting, revealing allowable sources for each expense. Let's make your event a masterpiece! *(Rio Vista)*