

Office of Research and Sponsored Programs

GRANT Forum

Grant Research Administrators' Network Team

October 13, 2021

AGENDA

1. **Kick-off: Provost Joe Berger**
2. GRANT forum structure and schedule
3. Research Administration/ORSP
 - Preaward – Shala Bonyun
 - Postaward – Rebecca Hanson
 - Compliance – Tracey Poston
4. FY22 focus areas
5. Brainstorming/Questions/Comments

1. (re) Kick-off

Provost Berger –

**Blueprint for Capacity Building Of UMass
Boston Research Supports**



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GRANT Forum – Why?

- ▶ Develop and communicate initiatives and priorities (both Federal sponsors and UMB/UMass)
- ▶ Identify and present training and education opportunities
- ▶ Build the **Research Administrator** community and culture
- ▶ Share concerns, experiences and solutions to issues/ pitfalls
- ▶ Take the lead in identifying, discussing and implementing improvements

GRANT Forum Leadership

- ▶ Shala Bonyun, Associate Director of ORSP
Preaward Support Services

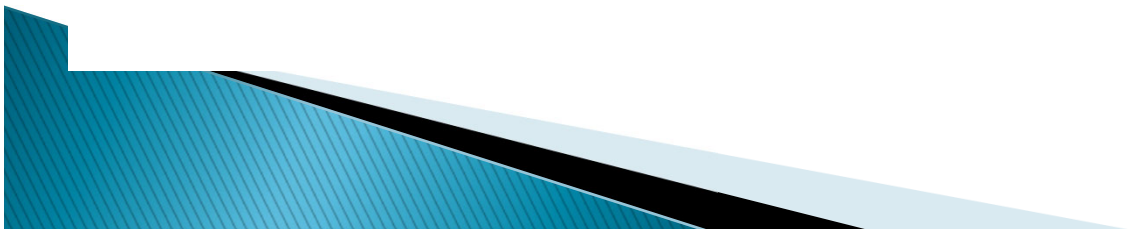
ORSP lead for the Forum – ensuring pre/post/compliance cohesion

- ▶ Becky Hanson, Assistant Director of ORSP Post
Award Support Services

postaward focus this year, so heavy content provider and seminar leads

- ▶ Tracey Poston Assistant Director of ORSP
Research Compliance & Integrity

Creating/implementing research compliance initiatives



GRANT Forum Schedule

- Attachments sent with today's meeting invite identify the monthly meetings
- Specific days and outlook invites are coming soon



GRANT Forum Structure

- Monthly with different focuses on alternating months
- Even months (Oct, Dec, Feb, Apr, Jun, Aug):
Presentations; 60 minutes/Zoom
- Odd months (Nov, Jan, Mar, May, Jul):
seminars/workshops on how to improve grants management - ~90-120 minutes/On-site and/or Zoom



GRANT Forum Structure

Even months – Updates (Meyer)

- NCURA Peer Review recommendations
- Metrics
 - Quarterly Research activity: Proposals Submitted, Awards Received, Research Expenditures
 - Annual: NSF Higher Education R&D Survey (HERD)
- Kualii implementation status/issues
- Policy & Procedure Updates
- GRANT Forum attendee generated issues

GRANT Forum Structure

Odd months: seminars/workshops on grants management (Bonyun)

1. Award Kick-Off: NoGA, PIN...now what?
2. Award Kick-Off: The road from Activities to Budget to Transactions
3. Award Management Strategy – Using Summit Reports
4. Award Management Strategy - Award Review and Modifications
5. Award Management Tasks - Transactions

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Purpose of research administration?

Successful researchers require a team of administrators that encourages, supports and guides **proposals to be submitted** and ensures compliance on **funded grants/contracts.**

Research Administration is a shared responsibility

Investigators	Writing applications; developing ideas; networking; performing research; responsible for research and conduct (scientific; financial; compliance)
Deans/ Chairs/ Directors	Identifying administrative funding; creating research environment
Department/ Unit Administrators	Assist with proposal development/financial management; knowing internal rules and processes; collaborate with ORSP contacts
ORSP Pre, Post, Compliance	Oversees proposal development; award negotiations; subawards; Ensure financial oversight; Collaborate with DAs regarding accounts setups, transactions, billing, reporting, cash collections; experts on internal and external rules and processes; Ensure compliance with sponsor rules and regulations; develop/coordinate trainings and communications to build knowledge base

Department/Unit Research Administrator survey

Survey to be sent out to you before next meeting to identify current state:

- ▶ 1. Do you only work on pre-award, post-award or both?
- ▶ 2. Estimate your work with grants: <10%, 10-50%, 50-75%, or >75%?

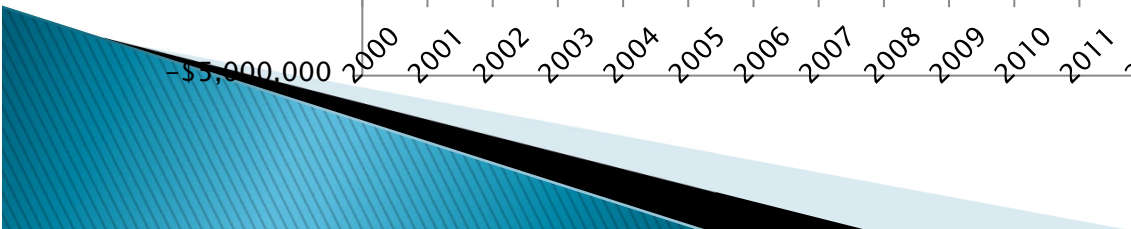
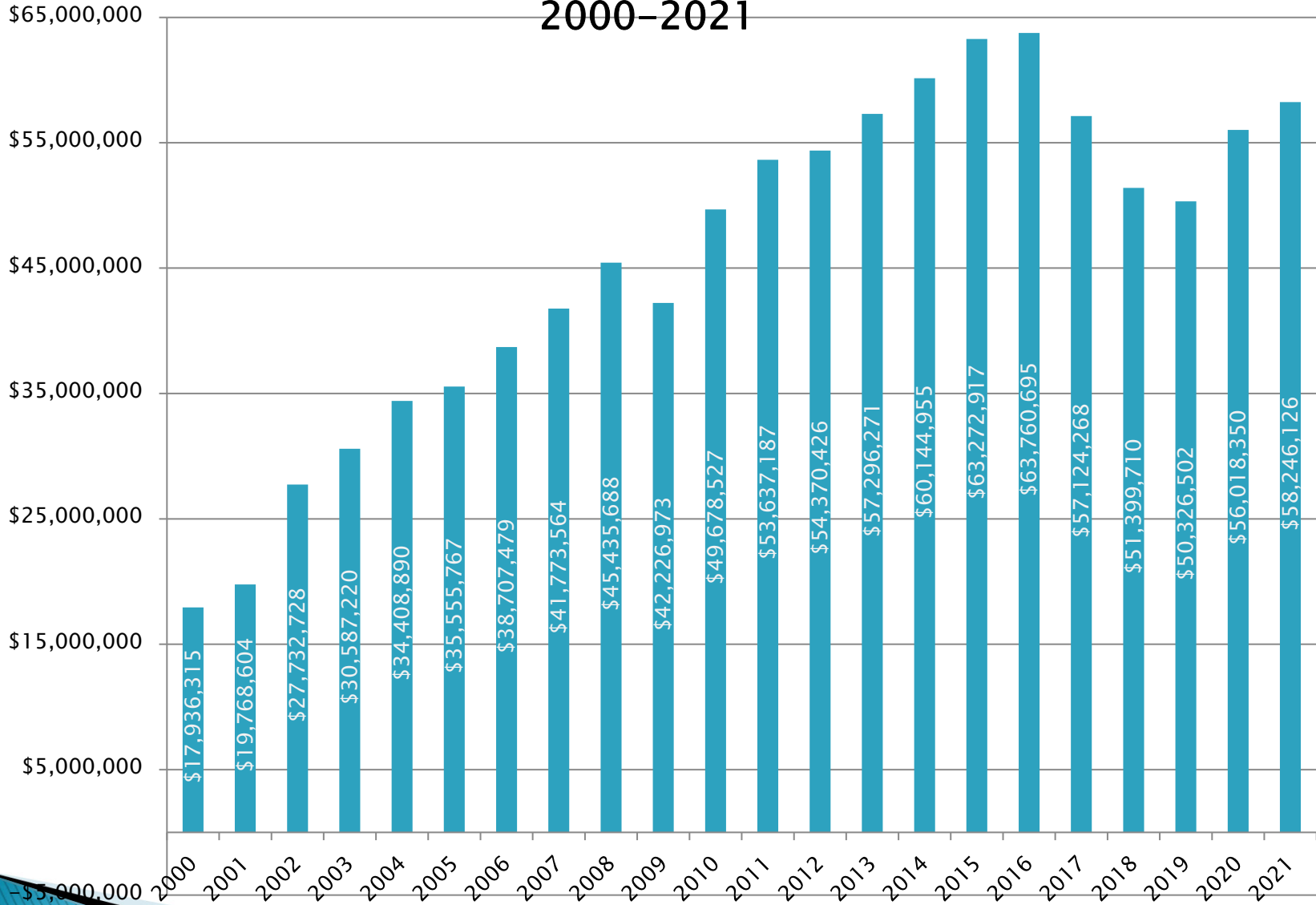
Department/Unit Research Administrator survey

3. Open questions:

Research Administration Roles	Proposal Development	Award Management	Program Coordination
Top issues and concerns			
What resources and tools you would like to access			

UMass Boston External Funding

2000-2021



ORSP Structure and Teams

ORSP is structured into areas of expertise/responsibilities

1. Pre Award Services
2. Post Award Services
3. Research Compliance and Integrity
4. Other: Core Facilities, Intellectual Property

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ORSP Pre Award

Shala Bonyun,
Associate Director of ORSP
PreAward Support Services

Shala.Bonyun@umb.edu
ORSP@umb.edu

ORSP Pre Award

Grant and Contract Administrator	Portfolio
Shala Bonyun	PreAward Support Services Team Lead
Michael Gaughan	MGS, CM, HC, VPR, C/I
Liliana Teixeira Davis	CEHD, SGISD (no ICI), CNHS
Jamin Weeks	CSM, SFE
Tammy Serata	TBD
Maggie Mode	ICI, CLA, VPASS, AA

ORSP Pre Award

Pre-Award Services

- Assist with identifying funding opportunities
- Communications of Federal guidelines
- Proposal development
- Budget development/Indirect Costs
- Policy and Procedures
- Award/subaward negotiation and modifications

ORSP Pre Award

FY22 Focus Areas

Kuali Proposal Development

Improved Finding Funding interface/curated searches

Internal Grants – Healey, Public Service, Proposal Development Grants

Subaward administration – centralize into one FTE

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ORSP Post Award

Rebecca Hanson,
Assistant Director of ORSP Post
Award Support Services

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ORSP-Postaward@umb.edu

ORSP Post Award

Financial Research Administrator	Portfolio
Becky Hanson	Team Lead; AA, Affairs, A&F, Athletics,, Honors, Student Affairs, VPR
Ed Bulman	CNHS, CSM
Ginny Maki	SGISD/ICI
Ashley de Pasquale	AAO, CLA, CAPS, VPASS
Yen Truong	CEHD, CM, MGS, SFE
Attain Consultants Nadia Kikilo (term 9/30), Marie Baka, Nicole Cohee	LOC Reconciliation, ADA Review, Closeout Processing

ORSP Post Award

Post Award Services

Project/Account set-up and modifications in PeopleSoft

Award Financial Review and Monitoring

Transaction review and approvals

Invoicing and Collections

Financial reporting

Project/account close-out; Record Retention

Institutional Reporting

ORSP Post Award

FY22 Focus Areas

Trainings and communication with our PIs and department stakeholders:

- Trainings on relevant award topics and systems technical skills
- Monthly portfolio meetings
- PI Summit access
- Regular communications on invoicing and reporting to ensure we are meeting our sponsor requirements
- Touch base on significant events to plan for issues before they occur

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ORSP Research Compliance and Integrity

Tracey Poston,
Assistant Director of ORSP Research
Compliance and Integrity

Tracey.poston@umb.edu

IRB@umb.edu

IACUC@umb.edu

ORSP Research Compliance & Integrity

Name	Responsibility
Tracey Poston	Research Compliance and Integrity Team Lead
Elizabeth Boates	Animal Facility Manager; IACUC Administrator
Sharon Wang	IRB Manager
Marissa Mei	Research Compliance Specialist

ORSP Research Compliance & Integrity

Why is Research Compliance & Integrity Important?

- Irresponsible conduct of research = bad science = bad data
- Public safety
- Public trust in science
- Today's research is a building block for tomorrow's research
- Federal regulations
- Institutional policies
- Professional code

ORSP Research Compliance and Integrity

Research Compliance & Integrity Services

Conflict of interest, Conflict of Commitment, Foreign Engagement- KUALI

Responsible Conduct of Research – MAXIENT

Data acquisition, management, security

Export Control

Research involving animals (IACUC) - KUALI

Research involving human subjects (IRB) - KUALI

Biosafety (IBC)- Radiation Safety – Laser Safety

Time and Effort Reporting

Policies & Procedures

ORSP Research Compliance and Integrity

FY22 Focus Areas

Kuali

- Conflicts of Interest (October 2021 rollout)
- Protocols – IACUC (October 2021 rollout)
- Protocols – IRB (Winter 2021 rollout)

Policies and Procedures review and update

Establishing a culture of research compliance

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 - **Other – Core Facilities/IP**
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ORSP Core Facilities; Intellectual Property

Matthew Meyer
Associate Vice Provost for
Research Director of ORSP



ORSP Cores/IP

Name	Responsibility
Matthew Meyer	Associate Vice Provost for Research Director of ORSP
Serena Wang	Core Facilities Administrator
David Glass	Intellectual Property Consultant

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FY22 Focus Areas

1. GRANT Forum
2. 2020/21 NCURA Peer Review Update:
https://www.umb.edu/research/ncura_peer_review
3. Kualu Research, Electronic Research Administration (ERA) system

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Brainstorming

- Future GRANT forum topics, agendas, objectives and outcomes?
- Are there other areas of focus you would like to see us prioritize?
- How can the GRANT forum help you?



VPR/ORSP

Leadership Team Contacts

- ▶ Bala Sundaram – Vice Provost for Research and Dean of Graduate Studies
- ▶ Matthew Meyer – Associate Vice Provost for Research and Director of ORSP
- ▶ Shala Bonyun – Associate Director of ORSP Preaward Support Services
- ▶ Rebecca Hanson – Assistant Director of ORSP Postaward Support Services
- ▶ Tracey Poston – Assistant Director of ORSP Research Compliance and Integrity