



April 14, 2021

Research Administration

Forum



THE UNIVERSITY
OF ARIZONA

Zoom etiquette reminder

- Please keep yourself muted unless you are actively speaking
- If you have a comment/question, please type it in the group chat and a facilitator will call on you as soon as we can
- Sessions are recorded and may be made available for future reference



Agenda



- Preparing for Industry: Budget to Award (*How to present budgets in proposals and award negotiations with for-profit sponsors*)
- Inaugural Tri-University Conference
- Coming Soon!
- Open Discussion/Q&A



Research
Innovation & Impact



Preparing for Industry: »» Budget to Award

Marcel Villalobos • Radha Ramachandran • Allie Harte
Sponsored Projects & Contracting Services

Proposal Services

- ▶ RFP/RFQ Guidance
- ▶ Reviewing Appropriate Policies
- ▶ Budgeting Assistance
 - ▶ Research Rate 62.5%
- ▶ Signature Requests



UA

(You, Me, & the
Research Enterprise)

Industry

(For-Profit Sponsors)

▶ **University Purpose:**

▶ Improve the World...

▶ **University Mission:**

- ▶ Teaching
- ▶ Research
- ▶ Community Service

▶ **Industry Purpose:**

▶ Profitability

▶ **Industry Mission:**

- ▶ First to Market
- ▶ Better
- ▶ Faster
- ▶ Cheaper

Proposal Development

Navigate RFQ/RFP

PI works with department to develop an idea, budget, internal forms and reviews carefully for stipulations/limitations the UA will accept.

Coordinate with SPCS

PI and department collaborate with Proposal Services to route in UAR, have Ts&Cs reviewed at proposal stage

Staying Informed

Proposal review can require edits – keep communication open. This means a line out to SPCS and to the sponsor to manage expectations.

Institutional Approval

Risk is minimal and value is maximized. Remember: There is no subsidizing for profit - Waivers are not granted for Industry sponsors

Preparing for Industry: What Will This Look Like?



▶ Consider Budget Issues:

- ▶ Differing Approach
 - ▶ Burdened Rates/Industry +9%
- ▶ UA vs. Sponsor
 - ▶ Mutually Agreeable T's & C's

It's critical to identify expectations early on



▶ Anticipate Resolutions:

- ▶ Understand perspective
 - ▶ Best of Both Worlds
- ▶ Play to Strengths
 - ▶ Use the Partnership to increase competitiveness

Understand what your sponsor wants - they'll tell you in the RFQ!

Industry Budgets

Detailed
or
Simplified?

- ▶ Major Categories:
 - ▶ Personnel (including ERE)
 - ▶ Travel
 - ▶ Equipment
 - ▶ Materials & Supplies
 - ▶ Subawards/Vendors/Consultants
 - ▶ Indirect Costs

The budget should be the best estimate of the actual costs required to successfully perform a project

Industry Budgets

Detailed or Simplified?

- ▶ Know sponsor's needs on budget detail
- ▶ Budget reflecting "fully burdened cost"
- ▶ Provides Industry sponsor with enough high level cost breakout
- ▶ Needed by sponsor PM to seek internal approval
- ▶ Avoid discussion on F&A, ERE & Tuition remission
- ▶ Eliminate misconceptions about F&A ("profit")
- ▶ Fixed price or cost-reimbursable

Industry and Postaward

- ▶ Payment risk and non-federal payment policy
 - ▶ <https://rgw.arizona.edu/administration/home/non-federal-payment-policy>
- ▶ “Cash-basis” budget loading for new partners or upon department/college request
- ▶ Invoice requirements, backup documentation and deliverables
- ▶ Audit

How can SPCS help you?

- ▶ If you have questions surrounding your sponsored projects and awards from your other institution...
- ▶ If you have questions about a program announcement or Terms and Conditions...
- ▶ If you have questions surrounding which IDC rate is the best for you...
- ▶ If you have questions about sponsored activities, we have answers...and if we don't, we will find someone who does!



Questions?

SPCS Contact Info:

- ▶ sponsor@email.arizona.edu
- ▶ 520.626.6000
- ▶ rgw.arizona.edu



The background features three overlapping, thick, hand-drawn style lines in yellow, pink, and blue. These lines form abstract, irregular shapes that resemble stylized letters or symbols. The text is centered over these lines.

**TRI-UNIVERSITY
RESEARCH
ADMINISTRATION
CONFERENCE**



Tri-University

Research Administration Conference

Inaugural Conference – March 22-23, 2021

27 sessions, 2 tracks, virtual networking event

Feedback so far...

Great session presenters, useful sessions with good information, desire for more audience involvement in virtual sessions and better pre-conference registration and communication

HUGE shout-outs to...

Chris Barnhill, Vince Borleske, Sarah Clarke, Jessica Federico, Tara Gonzales, Jessica Helbling, Susan Mundt, Jesús Orduño, Kim Patten, Julia Patronski, Julia Puntteney, Aileen Quezada, Radha Ramachandran, Rachel Rice, Paul Sandoval, Chris “Gene” Sittler and Marcel Villalobos

Slide decks and recorded sessions found at:

<https://blog.researchadmin.asu.edu/2021-tri-university-research-administration-conference/>



A person's hands are visible, holding a white sign with the text "COMING SOON" in large, bold, black letters. The background is a clear blue sky with some light clouds. The sign is held up in the center of the frame, and the person's arms are visible on either side. The text is arranged in two lines: "COMING" on the top line and "SOON" on the bottom line.

**COMING
SOON**

COMING SOON



SRAI LevelUP Micro-Credentialing Program

Earn credit and digital badges for demonstrating competency or mastery in Research Administration



Principles of Pre-Award
Research Administration



Principles of Award
Negotiation and Set-up



Principles in Research
Development



Principles in Proposal
Development



Research Compliance
Frameworks



Principles of Post-Award
Financial Research
Administration



Relationships, Roles, and
Responsibilities in Research
Administration



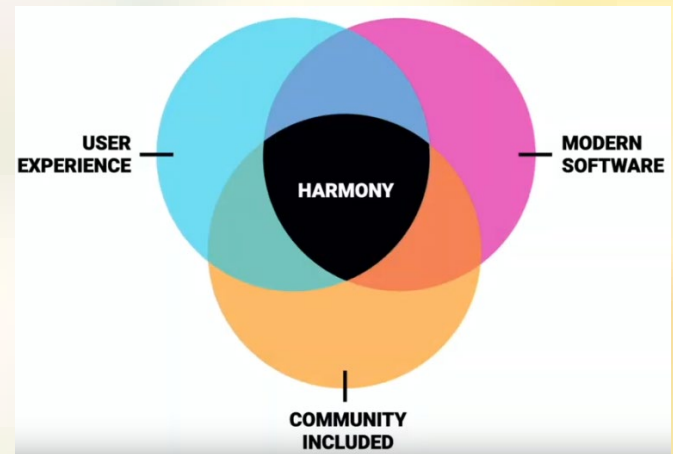
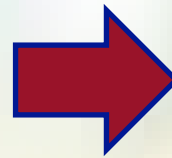
Introduction to Clinical
Research Management:
Clinical Studies and Trials

COMING FALL 2021



ADMINISTRATIVE SYSTEMS

- Employee / Manager Self Service ●
- EDGE Learning ●
- Analytics / Reporting 🔒 ●
- Research 🔒 ●
- Budget & Planning ●
- Space ●
- Financials 🔒 ●
- Adaptive Insights ●



Training starts this summer...

KUALI RESEARCH

- Dashboard
- Search Records
- Common Tasks
- All Links
- Reports
- Configuration

Help

About

Logout

Mundt, Susan L

Switch Apps

Collapse Menu

Dashboard Show/hide cards

Proposals routing to me Filter Sort by

- You're up!** Proposal #34155 – PI: Savvides, Panayiotis – Sponsor: Aveo Pharmaceutic...
Due date: 1/11/2019 Last action: 4/08/2021 6:12 PM Compliance
- 1 step away** Proposal #38555 – PI: Andrews-Hanna, Jeffrey – Sponsor: NASA Headqua...
Due date: 1/15/2020 Last action: 4/05/2021 8:05 AM
- 2 steps away** Proposal #37317 – PI: Dumont, Travis – Sponsor: Vertex Pharmaceuticals, ...
Due date: 8/29/2019 Last action: 8/22/2019 10:45 AM Compliance
- 2 steps away** Proposal #37325 – PI: Reynolds, Kelly – Sponsor: City of Tucson, Arizona – ...
Due date: 9/11/2019 Last action: 8/29/2019 11:30 AM
- 2 steps away** Proposal #38342 – PI: Patel, Salma – Sponsor: American Academy of Slee...
Due date: 12/04/2019 Last action: 1/24/2020 5:04 PM Compliance

1-5 of 64 < >

Proposals not routing Filter Sort by

- Proposal Proposal #43448 – PI: O'Brien, Henrik – Sponsor: National Institutes of He...
Due date: 12/08/2020 Last action: 4/07/2021 5:22 AM
- Proposal Proposal #43447 – PI: Kimball, Sandra – Sponsor: National Science Found...
Due date: None Last action: 4/06/2021 11:56 AM
- Proposal Proposal #43445 – PI: None – Sponsor: Association for Asian Studies – Tit...
Due date: None Last action: 4/05/2021 1:52 PM
- Proposal Proposal #43442 – PI: Stafford, Charles – Sponsor: Advanced Research Pr...
Due date: 4/05/2021 Last action: 4/05/2021 10:49 AM
- Proposal Proposal #43439 – PI: Gormley, Amanda – Sponsor: Canada York Universit...
Due date: None Last action: 4/02/2021 5:01 PM

1-5 of 547 < >

Institutional Proposals work in progress Filter Sort by

- Institutional Proposal** Institutional Proposal #00000876 – PI: Selmin, Ornella – Sponsor: National...
Rejected Last action: 3/01/2021 2:40 PM Compliance
- Institutional Proposal** Institutional Proposal #00001679 – PI: None – Sponsor: American Heart A...
Funded Last action: 3/25/2021 12:27 PM
- Institutional Proposal** Institutional Proposal #00003140 – PI: Stoffle, Richard – Sponsor: Alcohol ...
Funded Last action: 4/03/2020 6:43 AM Compliance
- Institutional Proposal** Institutional Proposal #00011405 – PI: Slepian, Marvin – Sponsor: Stony Br...
Funded Last action: 3/21/2019 8:53 AM Compliance
- Institutional Proposal** Institutional Proposal #00682245 – PI: Deymier, Pierre – Sponsor: National...
Rejected Last action: 11/12/2019 6:38 AM Compliance

1-5 of 96 < >

Awards work in progress Filter Sort by

- Award** Award #017557-00001 – PI: Cress, Anne – Sponsor: National Science Foun...
Active Last action: 4/06/2021 2:47 PM
- Award** Award #017552-00001 – PI: Stafford, Tim – Sponsor: Texas State Universit...
Active Last action: 3/29/2021 12:49 PM
- Award** Award #017545-00001 – PI: Vanderpool, Rebecca – Sponsor: CHEST Foun...
Active Last action: 4/07/2021 8:16 AM Compliance
- Award** Award #017543-00001 – PI: Cress, Anne – Sponsor: National Institutes of ...
Active Last action: 3/24/2021 1:32 PM
- Award** Award #017535-00001 – PI: Smith, Caitlin – Sponsor: National Institute Of ...
Active Last action: 3/08/2021 3:44 PM

1-5 of 29 < >

Subawards work in progress Filter Sort by

Negotiations Filter Sort by

New features and fixes ASAP!

Convenient dashboard with "your stuff"

Farewell VPN!

Familiar content

**Modern
look/feel**

Shorter routing!

**PC? Tablet?
Phone?
YES!**

The screenshot displays the Kuali Research Proposal Development interface. On the left is a dark sidebar with navigation options: Dashboard, Search Records, Common Tasks, All Links, Reports, and Configuration. Below these are user-specific options: Help, About, Logout, Mundt, Susan L., Switch Apps, and Collapse Menu. The main content area is titled 'Kuali Research' and shows 'Proposal Development' for 'Proposal: #43430' by 'Pl: Tim Stafford'. A 'Document Info' box in the top right lists 'Doc Idbr: 815798', 'S2S Connected: no', 'Initiator: Susan L. Mundt (mundts)', and 'Status: In Progress'. A toolbar includes options for Data Validation (off), Print, Copy, Medusa, Hierarchy, Budget Versions, Link, and Help. The 'Proposal Details' form is the central focus, with a notification 'Document was successfully saved.' at the top. The form fields include: Proposal Type (New), Lead Unit (9522 - Admin Technologies), Activity Type (Research), Project Dates (05/01/2021 to 05/07/2022), Project Title (Test units on key persons), Sponsor (055503 Washington State fruit commission), Prime Sponsor Code, and Keywords (Nothing selected). A bottom bar contains 'Save', 'Save and Continue', and 'Close' buttons.

COMING FALL 2021

UArizona CRA Study Section

Weekly Guided Self-Study Meetings

1st week of September through 1st week of November

Online Resources

Website with information, guidance and resources; Access to Box folder with slide-decks, study materials and recordings.

**Information will be distributed through
RAMTalk this summer!**

Certification

Certified Research Administrator (CRA)

The CRA certification is becoming an industry standard and is included as a desired qualification in many Research Administration position postings.

Requirements for exam

Bachelor's + 3 years or Associate's + 5 years or No degree + 6 years

Preparation Resources

Body of Knowledge, online practice test, review sessions

Link for more information

<https://cra-cert.org/>



Future Forum Topics?

Suggest/request future forum topics

Send an email to shana@arizona.edu

Present a topic!

Share research administration tools (reports, agents, forms, templates, etc.)

Lessons learned

Tips & Tricks

Upcoming Changes

Information gained from conferences/workshops/webinars



QUESTIONS?

CONCERNS?

OPEN SHARE

