Melissa Gidley and Robert Prentiss have risen up through the ranks in SPAA. Their experience on the billing team benefits researchers as they continue to serve researchers in their new Account Specialist positions. They replace two specialists who accepted positions elsewhere.
Sponsored Projects Award Administration

Newsletter -- Service

September
SPAA’s busiest month has arrived! Activities are increasing to overdrive focused on the following activities:
✓ final reporting,
✓ new award set-ups,
✓ process improvement projects,
✓ routine invoicing and collection activities,
✓ closeout reporting for Federal Fiscal Year End,
✓ preparation of portions of the annual financial report including the Schedule of Expenditures on Federal Awards.

Audits & Desk Reviews
On behalf of UT Austin’s Researchers, in the months July through September 2011, SPAA has/will handle several audits/reviews:

► Comptroller (2)
► Governor’s Office
► Texas Education Agency (TEA)
► University of Illinois at Chicago
► Internal Audit Office - Time and Effort (covering $360K+ in sponsored salaries)

If you are contacted about an audit, please contact SPAA oa.jrichter@austin.utexas.edu. SPAA is available to assist with the audit process and can serve as your liaison with the auditors.

Welch
✓ Excluded Personnel Expenses ✓
Welch guidelines state, “The following are excluded as direct expenditures: 3. Personnel expenses other than fellowships and scholarships …”. This includes expenses for background checks and visas.
Seventy-one reports were submitted by the July due date after being prepared by SPAA’s Kristin Cress.
Angie York and Henrike de Hass checked the reports before Reggie Crim gathered the signature of the Vice President for Research Dr. Juan Sanchez, and then shipped them to the Welch Foundation.

Thank you to all the PIs and their staff who hurried through the heat to get reports in before the due date!
# Celebrations

## Keeping Knowledgeable With **Training**

**Life Cycle of a Sponsored Research Grant Participants**

<table>
<thead>
<tr>
<th>Name</th>
<th>Type</th>
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<tbody>
<tr>
<td>Berkman, Marsha L</td>
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<td>Bernard, Sharon A</td>
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<td>Carter, Jason O</td>
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## Departments Benefitting:

- Alcohol/Addiction Research
- Biomedical Engineering
- Ctr for Agile Tech-PI-Brant
- Chemical Engineering
- Classics
- Ctr for Sys & Synthetic Biology
- Ctr for Social Work-PI-Busch
- Ctr for Social Work-PI-Field
- Ctr Space Research
- Ctr for Rsrch in Water Resources
- Dana Ctr for Sci & Math Ed
- Educational Psychology
- Geological Sciences
- Hogg Foundation
- IC2-PI-Burbank
- Inst For Advanced Tech
- Inst For Geophysics
- Internal Audit
- IPSI
- Law
- Linguistics
- McCombs
- Development
- Molec Genetics & Microbiology
- Pharmacy-PI-Vasquez
- Population Research Ctr
- Psychology
- University Development

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*Cake provided by the Richter family. Photo by Chaz Gardinier*

**Congratulations to Tulika Paul & Her Family on the Birth of their Baby Girl!**

Tulika has been with SPAA for 5 years. She is well respected in her role on the Federal I billing team. She is enjoying time at home with her family and plans to return later this Fall.
Spotlight On – SPAA’s Jason Richter

How does the Sponsored Projects Award Administration (SPAA) section of the Office of Sponsored Projects (OSP) support the research community?

- Submission of financial reports (number submitted for 1 yr = 3,983)
- Submission patent reports (number submitted for 1 yr = 642)
- Processing of award closeouts (number processed for 1 yr = 1,063)
- Submission of invoices (number submitted for 1 yr = 12,290)
- Drawing funds weekly from federal sponsors (dollars drawn for 1 yr = $192,408,221.40)
- Collection of receivables (averaging ~ $67 million recurring)
- Set-up of accounts
- Assisting departments to interpret award terms regarding allowability
- Oversight of semi-annual effort certification
- Audit liaison service (including both institutional and program audits)

- Submission of annual research expenditure data to both the National Science Foundation (NSF) and the Texas Higher Education Coordinating Board
- Preparation of annual research reports for the institution’s Annual Financial Report submitted to the State Comptrollers Office
- A variety of other services.

SPAA supports the research community and works to provide effective stewardship to the research sponsors. To that end, it is the mission of OSP to fulfill those duties while Helping Make Research Happen.
Sponsored Projects Award Administration Newsletter -- Awareness

The Federal Demonstration Partnership (FDP) meets in Sept:
http://sites.nationalacademies.org/PGA/fdp/index.htm

UT System-wide Compliance Academy – Grants Compliance:
http://www.utsystem.edu/compliance/SWCAcademy.html

Following the Research that UT Research Admins Help Make Happen:
https://twitter.com/UTexasResearch

Professional Development

NSF Regional Grants Conference in Austin Oct. 17-18, 2011

NCURA Workshops in Houston, TX December 5–7, 2011
http://www.ncura.edu/content/calendar/

SRA International
http://www.srainternational.org/sra03/index.cfm

What is a Research Administrator? (A man-on-the-street video)
http://www.youtube.com/watch?v=4Tr1eK70tqs

NCURA Quick Videos (2 minutes or less)
http://www.youtube.com/user/NCURA1959?blend=7&ob=5

SRA Video Invite to the October meeting
http://www.srainternational.org/sra03/index.cfm

The Research Administrators Certification Council presents the CRA Body of Knowledge (A Free & Open Resource):
http://www.cra-cert.org/CRAbodyofknowledge.html