

SUIT UP!

Advance Your RA Superpowers



NCURA Region 1 Spring Meeting
May 6-8, 2024—Portland, ME

WELCOME!

Greetings esteemed Region I colleagues!

The program planning committee is thrilled to extend a warm invitation to the highly anticipated 2024 Region I Spring Meeting, set to take place in picturesque Portland, Maine. Embracing the theme of "Suit Up! Advance Your RA Superpowers," we aim to recognize the exceptional dedication of research administrators and highlight the superhero qualities inherent in our profession. Let us come together to celebrate these remarkable achievements!

The committee has been diligently crafting a comprehensive program, meticulously designed to cater to diverse learning needs. Featuring an array of sessions and discussion groups spanning different levels of expertise, our offerings ensure engagement for all attendees. Complementing this program are three workshops: "Essentials of Research Administration," a full-day immersion providing a robust foundation in sponsored programs; alongside two half-day workshops, "Pre-Award: Proposal Preparation and Budgeting," and "Post-Award: Award Management and Reporting." Delivered by seasoned and adept research administrators from Region I, all presentations, discussions, and workshops promise invaluable insights and expertise.

In alignment with the RA Superheroes theme, it is with great honor that we announce Minessa Konecky, a distinguished member of our community, as the keynote speaker. Minessa's pioneering perspective on "Research Administration done differently" promises to ignite thought and inspiration among attendees. Their address will delve into the notion of each individual's super-heroic potential within the realm of research administration, offering insights on maximizing our unique abilities. We eagerly anticipate Minessa's keynote address, which will undoubtedly be an inspiring and transformative experience for all.

Beyond our enriching educational program, we're excited to provide numerous opportunities for networking and enjoyment. Kick-start your mornings with invigorating early walks or rejuvenating yoga/Pilates sessions, available to those interested. Join us for our cherished Welcome Reception, New Professionals Cohort gatherings, Volunteer Reception, and Hospitality Suite, fostering connections and camaraderie among colleagues. For those in need of respite, the "Fortress of Solitude" offers a serene sanctuary to recharge amidst our super-heroic endeavors. Finally, a memorable Tuesday night dinner party, featuring delectable cuisine, refreshing libations, and lively dancing, ensuring a celebration to remember.

Sincerely,

Stacy Riseman, College of the Holy Cross, Meeting Co-Chair

Saira Valley, Valley Consulting Group, LLC, Meeting Co-Chair

The 2024 Spring Meeting Program Committee



Westin Portland Harborview

157 High Street, Portland, Maine

(207) 775-5411



WESTIN PORTLAND HARBORVIEW

Enliven your Maine getaway at The Westin Portland Harborview, where you'll dwell in historic charm. Originally opened in 1927 as the Eastland Park Hotel, our hotel is immaculately restored while maintaining its rich beauty. Our New England hotel offers everything you need for a fulfilling travel experience, from pet-friendly rooms with Westin Heavenly® Beds, ergonomic workspaces, and inspiring decor to multifunctional event spaces. Fuel up at our on-site restaurant and bar, Congress Squared & Top of the East, offering classic American fare, craft drinks, and specialty coffee. Stay active at our 24-hour Fitness Studio, or relax at our on-site spa, Adeline Wellness Spa. During your stay, enjoy our area shuttle service to Portland attractions within 3 miles daily, 7am-11pm. Make the trek over to iconic attractions like Western Promenade in Portland. Whether visiting for work, pleasure or both, this is the place to find your balance in Portland, Maine and leave feeling refreshed.

RESERVATIONS

[Make](#) your reservations today!

Mention "NCURA" and get the conference rate at \$195 per night. The room block ends April 10th.

Reservations can be made by phone (call 207-775-5411) or online:

<https://www.marriott.com/event-reservations/reservation-link.mi?id=1689348105499&key=GRP&app=resvlink>

2024 REGION 1 OFFICERS

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IMMEDIATE PAST CHAIR

Stacy Riseman
College of the Holy Cross

MEETING REGISTRATION

Register now for the early bird rate by Monday, March 25th—\$525

Full Meeting Registration—Excludes Workshops on 5/6

Full-Price Registration: \$595

Registrations received after 3/25/24 will be charged the full meeting rate.

Day Registration

Tuesday or Wednesday Only Registration: \$325

Workshop Registration

Register for the Monday workshops for an additional fee.

Full-Day Workshops: \$350

Half-Day Workshops: \$200

Registration Links

Register Online:

The easiest option, pay by credit card!

<https://www.ncura.edu/Education/MeetingsConferences/EventInfo.aspx?sessionaltcd=2024REGION1>

Check Registration:

Complete and print the form on the registration page, and mail in a check payment.

Commitment to Diversity, Equity, and Inclusion

The National Council of University Research Administrators (NCURA) recognizes, values, and celebrates diversity of persons, skills, and experiences in its mission to advance the profession of research administration. Thus, NCURA is committed to building and maintaining a diverse membership and a culture of inclusion. Every member of NCURA has a right, without regard to gender, race, ethnicity, age, religion, social class, sexual orientation, ability, personality, functional experience, or background, to fair and respectful treatment, equal access to resources to support professional growth, and equitable opportunities to contribute to NCURA's success.

2024 Region 1 Spring Meeting

PROGRAM COMMITTEE

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College of the Holy Cross

Chair-elect
Vacant

Saira Valley
Valley Consulting Group, LLC

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PUI /RD

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Providence College

Danielle Thompson
Amherst College

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Caitlin Welsh McCarty
Harvard Medical School

Chanda Robe
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Post-Award

Katie Walker
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Amanda Humphrey
Northeastern University

Volunteer Chair

Curtis Van Slyck
Northeastern University

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Spring Meeting Chair & Co-Chairs

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Boston VA Research Institute

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Curriculum Committee

Amanda Humphrey
Northeastern University

LinkedIn:
<https://www.linkedin.com/company/ncura-region-i>

Communication & Membership

Caitlin Crowley
Boston VA Research Institute

DISCUSSION GROUPS

A smaller, less formal group session facilitated by discussion group leaders not requiring AV. Leaders encourage conversation and the sharing of ideas and practices by attendees.

CONCURRENT SESSIONS

A traditional style, larger session with topic information presented. Many presentations also have a question/answer discussion portion built in.

PLENARY SESSIONS

Speakers present to the attendees at large.



CERTIFICATES OF COMPLETION

Do you want to specialize in a particular track or have a record of the sessions you've attend during the meeting?

Session tracking sheets will be available at the registration desk throughout the meeting.

At the end of each session, provide the tracking sheet to the speaker to certify your attendance.

If you have attended at least two-thirds of the sessions in a particular track, you will qualify for a track completion certificate.

If you just want a record of the hours spent in educational sessions (e.g., for CRA re-certification), total the hours spent in sessions on the tracking sheet.

You may leave your completed tracking sheet with a volunteer at the registration desk or email a scan of the form to secretary@ncuraregioni.org.

Your Certificate of Completion will be emailed to you after the conference.

Make the most of your meeting!

If this is your first meeting, we recommend attending the informal networking events and receptions listed in the program.

- ◇ **Try something new.**
- ◇ **Asking questions is a good way to find out!**
- ◇ **Help, if you see help is needed.**
- ◇ **Have fun!**
- ◇ **Fill out feedback and evaluation forms to help make next year's meeting even better!**

Please remember that the NCURA I regional meeting is entirely organized and implemented by NCURA members who volunteer to make the meeting happen. Organizers have worked hard to provide professional, interactive, and informative sessions and a variety of informal networking opportunities.

If you need help or have any questions at any time, approach the registration table or any member of the NCURA Program Committee.



Region 1

New Professionals Cohort

As part of the Region I Spring Meeting, the New Professionals Cohort is a group designed to help those feel more comfortable attending the regional meeting for the first time.

Events for the New Professionals Cohort include the Newcomers Reception where you, and your fellow cohort members, can mingle with advisory board and/or program committee members to hear an overview of the meeting. This includes how to get around the hotel, concurrent session and discussion group information, how to use the program app, etc). We will also have reserved tables for seating at lunches, as well as a New Professional Dinner group outing. We hope you join us for this great program within the Spring Meeting! An invitation will be sent after the registration process is complete.

DAILY ITINERARY

MONDAY, 5/6/24—Workshop Day

START	END	EVENT
7:30 am	4:00 pm	Registration for All Attendees & Speakers
8:00 am	9:00 am	Breakfast for Workshop Attendees
9:00 am	12:00 pm	Half-Day Workshops (Morning)
9:00 am	4:00 pm	Full-Day Workshops
10:15 am	10:30 am	Recharge Break
12:00 pm	1:00 pm	Lunch for Workshop Attendees
1:00 pm	4:00 pm	Half-Day Workshops (Afternoon)
2:30 pm	2:45 pm	Recharge Break
4:00 pm	5:00 pm	Newcomers Reception
5:00 pm	6:30 pm	Welcome Reception
6:30 pm	8:30 pm	Dinner Groups—Meet in lobby at 6:15 pm
8:30 pm	10:30 pm	Hospitality Suite

TUESDAY, 5/7/24—Full Meeting Begins

START	END	EVENT
6:30 am	7:30 am	Yoga or Group Walk (<i>Meet in lobby at 6:20 am</i>)
7:30 am	5:00 pm	Registration for All Attendees & Speakers <i>Note: Closed 11:45 am-1:00 pm during lunch</i>
7:30 am	5:00 pm	Fortress of Solitude
7:30 am	8:45 am	Full Breakfast & Breakfast Roundtables
8:45 am	9:00 am	Welcome
9:00 am	9:15 am	NCURA National Update
9:15 am	10:15 am	Keynote Address
10:15 am	10:30 am	Recharge Break
10:30 am	11:45 am	Concurrent Sessions & Discussion Groups
11:45 am	1:00 pm	Awards Luncheon
1:00 pm	2:00 pm	Concurrent Sessions & Discussion Groups
2:00 pm	2:15 pm	Recharge Break
2:15 pm	3:30 pm	Concurrent Sessions & Discussion Groups
3:30 pm	3:45 pm	Recharge Break
3:45 pm	4:45 pm	Concurrent Sessions & Discussion Groups
5:30 pm	6:30 pm	Volunteer Reception
6:30 pm	10:00 pm	Dinner Party/Banquet—Option of: xxxxxxxxxx

DAILY ITINERARY

WEDNESDAY, 5/8/24

START	END	EVENT
6:30 am	7:30 am	Yoga or Group Walk <i>(Meet in lobby at 6:20 am)</i>
7:30 am	12:00 pm	Registration for All Attendees & Speakers
7:30 am	2:00 pm	Fortress of Solitude
7:30 am	8:30 am	Continental Breakfast
8:30 am	9:30 am	Concurrent Sessions & Discussion Groups
9:30 am	9:45 am	Recharge Break
9:45 am	10:45 am	Concurrent Sessions & Discussion Groups
10:45 am	11:00 am	Recharge Break
11:00 am	12:00	Concurrent Sessions & Discussion Groups
12:00 pm	1:15 pm	Lunch
1:15 pm	2:15 pm	Concurrent Sessions & Discussion Groups
2:15 pm	2:30 pm	Recharge Break
2:30 pm	3:45 pm	Plenary Session—NIH Update
3:45 pm		Adjourn



DOWNLOAD THE NCURA APP

Prior to your arrival, follow this QR code or download the NCURA app from the Apple or Google Play stores!

View and manage your conference schedule on the run - the app is accessible on all mobile devices!



NETWORKING & FUN

NEWCOMERS RECEPTION

Are you new to NCURA? Is this your first NCURA Region I meeting? Are you new to research administration? If you answered yes to any of these questions then please join us to learn more about NCURA benefits, volunteer opportunities, professional development options and gain tips for navigating the meeting.

Monday, 5/6, 4-5 pm

WELCOME RECEPTION—SUPERHEROES UNITE!

Welcome back, Region 1 - come catch up with old and new friends as we kick off the meeting! We'll be gathering in the Winslow Homer Ballroom. Appetizers and beverages will be served while we listen to XXX

Monday, 5/6, 5:00 pm– 6:30 pm

EVENING GATHERING SPOT—HOSPITALITY

Come mingle with your colleagues in the Hospitality Suite. This gathering provides an informal backdrop to get to know other members.

Monday 8:30 - 10:30 pm TBD

MONDAY NIGHT DINNER GROUPS

Dinner Groups provide conference attendees with the opportunity to meet other members while enjoying a nice meal. The Program Committee has taken the guesswork out of trying to figure out where to find a great meal in Portland. Choose from a variety of cuisines, stick with your favorite one or try something new!

Sign up for a dinner group at the registration desk by 2 PM on Monday, 5/6!

Dinner: 6:30 pm— Meet in the lobby at 6:15 pm.

VOLUNTEER RECEPTION

Thank you, Region 1 volunteers! It's because of you that we're able to offer so many quality programs to our members. Please join us for a special reception in your honor. **Tuesday, 5/7, 5:30 - 6:30 pm**

RECHARGE

YOGA

Certified Instructor:

These morning Vinyasa Yoga classes are suitable for anyone wanting to start their day with more strength, balance, fluidity and confidence. Vinyasa Yoga is an energetic and invigorating practice embodying the flow of yoga and focuses on strength, stability and flexibility. Every level of experience is supported and encouraged.

Please bring your own water, mats, towels, etc.

Tuesday, 5/7 and Wednesday, 5/8

6:30 - 7:30 am

GROUP WALK/RUN

Come and enjoy an early morning fun walk of fitness and friendship with colleagues around Portland!

Meet early in the main lobby at 6:30 AM so you can enjoy the sessions after your return at 7:30 AM. This is a great way to start your busy filled day of sessions with fresh air and meet new colleagues.

Hosted by our very own Geraldine Pierre

Tuesday, 5/7 and Wednesday, 5/8

6:30 - 7:30 am, Meet in the Lobby

FORTRESS OF SOLITUDE

Looking for a quiet space to recharge? Retreat to the Fortress of Solitude! Make sure to stop by during the meeting for some self-care.

Tuesday, 5/7—7:30 am—5 pm

Wednesday, 5/8—7:30 am - 2 pm

MONDAY, 5/6

WORKSHOPS

FULL-DAY WORKSHOPS

9:00 am - 4:00 pm

Essentials of Research Administration

The Essentials of Sponsored Research Administration workshop provides participants with a broad overview of sponsored projects administration. The workshop covers cost principles, budgets, coordination and review of proposals, negotiation and acceptance of awards, financial and administrative management, closeout and audit, and compliance issues.

Brandi Glover
Brown University

Tom Dillon
Brown University

Jessica McDonough
Yale University

HALF-DAY WORKSHOP

9:00 am - 12:00 pm

Pre Award: Proposal Preparation and Budgeting

This workshop will focus in some depth on pre-award topics that drive proposal submissions. Proposal elements will be identified on the basis of common RFPs, with special attention to updated Current and Pending and Other Support regulations. A survey of sponsored systems will be offered with live demos of working with Fastlane, research.gov, Workspace, and ASSIST. The workshop will also focus on budgeting strategies, review of budget template/s, and crafting of budget justifications/narratives.

Rady Rogers
Harvard University

Olga Kolas
Harvard University

Amy Ellis
Yale University

HALF-DAY WORKSHOP

1:00 pm - 4:00 pm

Post Award: Award Management and Reporting

This workshop will focus on award management and financial accounting of sponsored funds. The topics that will be surveyed include reporting requirements, financial management, account structuring, cost principles and best practices in financial reconciliations. Additional topics for discussion are effort reporting and international activities disclosures. The workshop will also focus on strategies for financial projections and strategizing with regard to new proposal submissions to maintain healthy sponsored portfolios.

Rady Rogers
Harvard University

Olga Kolas
Harvard University

Amy Ellis
Yale University

TUESDAY, 5/7

KEYNOTE ADDRESS

Minessa Konecky

9:15 am- 10:15 am

The Superhero Within: An RA Origin Story

Origin stories don't look like origin stories as they unfold. In the moment, they resemble harrowing tragedies and complex challenges that heroes must surmount. Deadpool didn't gain his powers without enduring pain, and he didn't even view himself as a hero, yet there he stands. To see yourself as a hero, you need someone to help you map YOUR story onto the hero's journey, enabling you to view your challenges and hardships as the forge from which you, like Xena, were shaped into a mighty research administration hero who makes a significant difference in the world every day. Join me as we reflect on the challenges we've faced over recent years, from the surge of vacancies that feel like Thanos snapped half the RAs away, to the transition to post-pandemic hybrid work environments, to a new era of escalated regulation, paperwork, and compliance—challenges as formidable as any faced by the teams of superheroes we've been watching since we were children. How do we steer through the future that is unfolding right before us?

By the end of our discussion, you'll be equipped to harness your unique superpowers to help navigate this new future, identify your kryptonite and leverage this conference to neutralize it, and appreciate how this event can serve as a springboard for you to launch your own 'Research Administration Avengers Initiative.' Together with mentors and colleagues across the region, you'll be part of a network ready to support you when needed. T'challa said, 'In times of crisis, the wise build

Biography

Minessa Konecky is a trailblazer in reshaping work culture, infusing joy and fulfillment into the heart of professional life by optimizing efficiency flows. With over 20 years of expertise in research administration, they are a seasoned strategist who passionately empowers others through their innovative "Commitment to Clockout" series on YouTube. Their passion lies in harmonizing the life cycle management of research awards with work-life integration. As a proud member of the LGBTQIA+ community with deep Desi roots, Minessa embodies diversity and empathy in every endeavor. They currently reside with their wife Alex, and 3 dogs in a seaside cottage in Plymouth, MA on unceded and occupied lands of the Wampanoag and Pokanoket people.



TUESDAY, 5/7

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

10:30 am - 11:45 am

Hospital/Contracts **Contracting 101: A Beginner's Guide to Research Contracts**

Beginner

This session will enable you to activate and develop your contracting superpower! Whether you are just getting into the world of contracts, want to brush up on the fundamentals, or are simply curious, this session will provide you with knowledge, tools, and a chance to discuss strategies.

Learning Objectives: 1. Participants will be able to describe the purpose of a contract and its role in Research Administration 2. Participants will learn about the different types of contracts that may arise in Research Administration 3. Participants will learn to identify the important research contract items that most critically apply to their work.

Beth Kinglsey
Yale University

Taylor Halley
Massachusetts General Hospital

Compliance

Beginner

Essential Research Compliance Topics That Every Superhero (aka Research Administration Professional) Should Know

Overall Objectives: (1) Participants will be given an overview of compliance requirements related to sponsored projects. (2) Participants will learn about multiple areas of research compliance. (3) We will discuss roles and responsibilities related to compliance.

Sonya Stern
University of Vermont Medical Center

Lana Metayer
University of Vermont

TUESDAY, 5/7

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

10:30 am - 11:45 am

PUI/RD

Growing a Research Culture at a Predominantly Undergraduate Institution

Advanced

This session will give participants a strategic thought process for engaging faculty, staff, and administration to pursue more sponsored research opportunities. The target audience for this session is grants and research administrators at Predominantly Undergraduate Institutions (PUI). The session's goal is to give confidence and support that extramural-sponsored research can be increased with strategic thinking and specific actions. The learning objectives include a better understanding of the faculty perspectives on research with undergraduates, support staff's concerns on new procedures and responsibilities, and administration's tools to encourage research activities. Co-presenter, Dr. Peter Wong, is a former research professor at an R1 institution, an informal science educator and administrator at a large science center, and now the director of research and sponsored programs at a PUI. Dr. Wong will present his thought process and actions to increase the research culture at his PUI through several outreach activities with faculty, changes in University policies and procedures, and collaborations with staff from several departments (e.g., Finance, General Counsel, and Advancement). Dr. Elizabeth Demski, assistant provost and director of sponsored research at Wellesley College, will continue the presentation by describing the thought process and value behind institutionalizing policies and practices for research administration. There will be time for participants to think through their situation and to share their interests and concerns for discussion as a group. There will also be updates and discussions on how Federal funding agencies are changing their funding strategies to include PUIs and Emerging Research Institutions.

Peter Wong

Roger Williams University

Liz Demski

Wellesley College

TUESDAY, 5/7

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

10:30 am - 11:45 am

Post-Award
Intermediate

Audits are 99% Preparation- How to Prepare for an audit!

This session will focus on how a department can prepare for an audit by understanding audit lessons learned, internal controls, and daily department operations. This workshop provides an in-depth look at audit issues through audit trends, Federal audit work plans and reports, and a discussion of day-to-day best practices. In addition, we will discuss the role of the department administrator, so your department will be set up for a successful audit.

Learning Objectives:

- Participants will understand the key audit issues in award management, including documentation, cost allowability and allocation, adhering to special provisions, and internal control deficiencies.
- Participants will be able to audit pitfalls and identify ways to manage them.
- Participants will understand internal controls and ways to close gaps in internal controls.
- Participants will be able to recognize the various roles and responsibilities of in an audit.
- Participants will take away "lessons learned" from federal audits to help your institutions manage the high risk financial issues in award management.

Pre-Award
Beginner

Building Better Budgets

Budgets and budget justifications are not only components in a successful proposal, but they are also key components in the successful management of the project once awarded. This session will focus on best practices when preparing a budget, working with faculty, understanding the impacts of funding caps, and how these documents impact post-award and audit.

Roseann Luongo
Huron

Liz Rybczynski
Harvard University

Sarah Corley
Yale University

Taylor Saraceno
Brigham & Women's Hospital

TUESDAY, 5/7

Concurrent Sessions & Discussion Groups

DISCUSSION GROUPS

10:30 am - 11:45 am

**Operations
Management**

Research Administrators on Leave: How to Manage Portfolio Coverage

Intermediate /
Advanced

Research administrators play a vital role in supporting the research missions of their institutions. They manage a wide range of tasks, including grant submission, financial management, and compliance. When a research administrator goes on leave, it can be disruptive to the research portfolio. However, there are steps that can be taken to minimize the impact and ensure that research activities continue to move forward smoothly. Learning Objectives: - Identify the critical tasks and responsibilities of the research administrator on leave. - Reassign tasks and responsibilities to other staff members whenever possible. - Identify and secure additional support. - Develop a communication plan. - Monitor the portfolio closely and provide support as needed. - Transition of an RA back from leave.

Sabrina Heisey
Beth Israel Deaconess Medical Center

Joanna Norris
Brigham & Women's Hospital

TUESDAY, 5/7

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

1:00 pm—2:00 pm

**Hospital/
Contracts**

Budgeting for an Industry-Sponsored Clinical Trial

Beginner

Walk through the components of an industry sponsored trial. Discussion of an industry budget, as well as typical expectations from sponsors with regards to budget layout, cost items, fixed costs vs. variable costs, payments, and negotiations.

Learning objectives:

Understanding the components of an industry budget determine how to identify costs at the site and how to calculate those costs accurately
learning negotiation strategies and techniques

Lynelle Cortellini

Massachusetts General Hospital

Post-Award

NIH RPPR: Best Practices

Intermediate

This session is focused on NIH RPPRs and the best practices to use when working with a PI to submit an RPPR. We are envisioning someone from a different institution to present with us, to make it more well-rounded and share strategies across organizations for successful submissions.

Learning objectives:

1. Share strategies in calculating personnel effort on project for reporting period.
2. Present ways to calculate the % of carryover that is reported to NIH.
3. Discuss communication methods with PIs in order to submit timely and accurate information to NIH.
4. Discuss process of submitting an RPPR to NIH and any irregularities/unique situations that we have come across when working with PIs to submit.

Kaitlyn Pfau

University of Connecticut

Jacob Heiden

University of Connecticut

TUESDAY, 5/7

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

1:00 pm—2:00 pm

Professional Development **From Weakness to Strength – Following the Hero’s Journey to Find and Develop Your Superpower**

Beginner

Many of our favorite superhero origin stories start with the hero in a place of weakness and then finding their strength, culminating in a dramatic scene where the hero saves the world from destruction. Our careers may have slightly less dramatic stakes and significantly worse lighting, but we can follow a similar path of taking the things that we feel make us weak – our struggles and the ways we don’t feel we “fit the mold” for our jobs – and finding ways to use them to our advantage. In this concurrent session, we’ll identify aspects of ourselves or our work style that we instinctively identify as weaknesses and then work on identifying ways that they could become strengths. We’ll discuss a variety of other factors and tools that may need to be pulled into play, with a goal of helping attendees to reframe the way they think about a perceived weakness and identify some initial steps they can take to develop it into their greatest strength instead. Learning Objectives: -Identify several specific traits that the attendee instinctively considers to be “weaknesses” -Discuss emotional intelligence, self-awareness, and power/ authority and the way that they might help or hinder us in this journey -Start to reframe the “weakness” as a potential strength and have a concrete next step in mind for movement along that path.

Katie Walker
Boston University

Sabrina Heisey
Beth Israel Deaconess Medical Center

TUESDAY, 5/7

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

1:00 pm—2:00 pm

Funding SciENcv: Supporting Federal Grant Applications

**Agencies/
Sponsors**

All

Description: All are welcomed to the engaging session centered around SciENcv. Our expert will guide you through the process of setting up your SciENcv account, crafting documents, providing helpful tips, and useful updates about the latest system enhancements. This session will also include dedicated time for addressing questions and collecting feedback from participants.

Learning Objectives:

Overview of SciENcv document creation and account management

Streamlining reference lists using My Bibliography and ORCID

Sherri Holland-Bailey
NCBI/NLM/NIH/DHHS

DISCUSSION GROUPS

1:00 pm—2:00 pm

PUI/RD Superhero Secrets: Unearthing Funding Fortunes at PUI
Headquarters

Beginner

Faculty at Primarily Undergraduate Institutions (PUIs) are often tasked with the complicated challenge of finding ways to generate funds to support their research efforts. As research administrators, we are always on the lookout for funding opportunities to meet their needs. Our offices are often small and resource-limited and conducting funding searches can be time consuming. This session will be an opportunity for all of us to share and discuss the resources or methods we are using to leverage our capacity to find and distribute funding opportunities within our institutions.

Liz Demski
Wellesley College



TUESDAY, 5/7

Concurrent Sessions & Discussion Groups

DISCUSSION GROUPS

1:00 pm—2:00 pm

**Compliance
Intermediate**

Cybersecurity Clauses and the Power of Award Negotiation and Scoping

Often cybersecurity language provided in research focused contracts are cookie cutter and taken out of context of the scope of work within the contract itself. Upfront discussion with contract sponsors on the nature and intent of contract language can result in mutually beneficial outcomes that reduce the overall administrative and cost burden that can be anticipated from certain contract language.

This presentation will give an overview of some common cybersecurity clauses that have been seen at the University of Maine in research contracts and the implications of accepting these clauses. Particular attention will be given to federal clauses that are particularly burdensome and some examples of unrealistic cybersecurity contract language. Example case studies involving DoD contracts and the importance of marking and scoping early on in the contract process will also be covered.

Melissa Kimble
University of Maine

Troy Jordan
University of Maine

TUESDAY, 5/7

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

2:15 pm—3:30 pm

Compliance **Where Conflicts Meet Funding: COI for Research Administrators**

Beginner/

Intermediate

In the beginning was Financial Conflicts of Interest... Now, institutional conflicts, conflicts of commitment and conflicts of loyalty have joined with financial conflicts of interest to increase both discomfort and awareness of conflicts of interest (COI). Conflict of Interest is frequently perceived and cited as a top integrity and ethical issue in both the national conversation and federal funding landscape. COIs impact how research administrators, IRB professionals and faculty conduct their core business activities. For research administrators, having a solid understand of both what is a conflict of interest and how the COI management process affects faculty, funding and research is critical to successful career performance. In this session we will:

Learning Objectives:

- 1) Develop an understanding of various type of conflicts and the rules governing those conflicts
- 2) Recognize the impact of conflicts on research administration responsibilities
- 3) Practice key COI messaging to better prepare ourselves and our researchers for navigating COI requirements

PUI/RD

Intermediate

Managing the Relationship with your New President or Provost in a PUI, Part A

In this presentation, Lori and Bonnie will share lessons from their experiences navigating these changes at their own institutions. Hear about their approaches to forming relationships with new leadership, strategies to educate and inform them of the office's priorities and challenges while managing changing expectations from the top, all the while offering support to faculty throughout the transition.

Eleanor Kuszmar

Harvard Medical School

Kim Lincoln

Harvard Medical School

Angela Burgess

Dana Farber Cancer Institute

Lori Parmet

Olin College of Engineering

Bonnie Troupe

Stonehill College

TUESDAY, 5/7

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

2:15 pm to 3:30 pm

Professional Development

Leveraging Relationships for Effective Communication (Part I)

Intermediate

This concurrent session will focus on how to communicate to build relationships, ideally resulting in teamwork and tasks being accomplished within your immediate team and across the organization as a whole. Concepts of Emotional Intelligence and Politeness Theory will be covered to provide tools for effective and empathetic communication.

Jessica McDonough
Yale University

Pattie McNulty
BVARI

Pre-Award

Managing NIH NRSA Training Grants

Intermediate

This presentation will provide an overview of Institutional NRSA Training Grants (T awards) including the purpose of the program. We will review best practices for pre-post and everything in-between when dealing with Institutional Training Grants from eligibility to unique post award circumstances. Practically we will go over items from preparing for a T32 application, how to read a NOA, to best practices and tools to help you stay compliant with these complex grants.

Jennifer Sabbagh

Beth Israel Deaconess Medical Center

Operations

Service Centers—The Not So Simple Basics

Management

Beginner

The session is a beginner's guide to operating or overseeing academic service centers. Service Centers are internal operating units that sell goods or services to members of the research community or other users. The costs of providing the products/services are allocated to the users based on established billing rates. How are service centers established? How are rates set? What rules govern the operations of service centers? What are the common pitfalls? What does it mean to be compliant?

Learning Objectives:

To provide an overview of the basics of service center setup, budgets, rate setting, billing, and annual reviews as well a primer on the regulatory environment in which service centers operate.

Sarah Axelrod
Harvard University

Zach Belton
Huron

TUESDAY, 5/7

Concurrent Sessions & Discussion Groups

DISCUSSION GROUPS

2:15 pm to 3:30 pm

Post-Award

Advanced

Complicated Issues in Other Support: Teaming Up to Discuss the Big Questions

Changes to the NIH Other Support (OS) document have left the Research Administration community with more questions than answers. This session aims to provide an open dialog of best practices, the review of case studies and the opportunity for you to bring your burning OS questions before a discussion panel.

Amy Ellis

Yale University

Maureen McCarthy

Quinnipiac University

Hospital/Contracts

Intermediate

NIH Data Management and Sharing Policy: Best practices for subcontracting

Participants will share their institution's business processes for how they are incorporating information about subrecipients' Scientific Data into proposals, what information or documentation they obtain regarding data from their PI before issuing the subaward, and the terms they include around the NIH DMSP in applicable subawards. The participants will share what they are doing now and if they have any plans to change these practices, or if the practices of other institutions (or the FDP) will influence how they process subawards where NIH DMSP applies.

Stephanie Stone

Mass General Brigham

TUESDAY, 5/7

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

3:45 pm—4:45 pm

Operations Management

All

Bridging the Gap: Strategies for Sustaining the Research Administration Talent Pool

Research Administration is one of the best professions in the world, offering exposure to compliance, financial management, business organization, strategic planning and so much more. It's a great fit for people who like doing a little bit of everything and have a passion for bringing order to chaos. But there's a crisis brewing in our workforce as there are more vacancies being posted every day from institutions all over the country, and we have a shortage of staff to fill the roles. This is a complex issue that has its roots in the evolution of the industry, increasing competing pressures and requirements, and a marketing problem. Join us for a discussion about some of the key elements contributing to this crisis, and how we can leverage them as opportunities to create a stronger research administrative workforce moving forward. Understanding the Crisis: Unpack the reasons behind the growing number of vacancies in Research Administration and the shortage of staff to fill these roles. - Creating Opportunities: Discuss how to turn the challenges of today's workforce crisis into opportunities for strengthening our

Minessa Knoecky
Minessa Ink

Saira Valley
Valley Consulting Group, LLC

Post-Award

Beginner/
Intermediate

Guardians of the Guidelines: Vol 1. Time (for) Travel

The session will provide an overview of the Fly America Act policy regarding airlines used when a flight is funded by a federal grant.

Learning Objectives:

Understanding flight codesharing, the Open Skies Agreements, exceptions to the Fly America Act, and how to properly document an exception.

Christine Blake
University of Connecticut

Alexandra Urban
University of Connecticut

TUESDAY, 5/7

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

3:45 pm—4:45 pm

Compliance

Intermediate/
Advanced

Navigating Responsible Conduct of Research (RCR) Training: A Comprehensive Session

In this session, we will delve into the intricacies of faculty training, discussing effective strategies to engage educators in fostering a culture of responsible research within academic institutions. Tailoring RCR training to different expertise levels will be a focal point, addressing the unique needs of beginners, intermediate, and advanced researchers as well as considerations in selecting an appropriate RCR curriculum. Our discussion will extend to the diverse RCR requirements across disciplines and institutions, providing insights into adapting training programs to align with specific research fields and organizational contexts. We will also look at the implications of the CHIPS and Science Act on RCR training, exploring how legislative developments influence responsible research practices and what are some best practices for tailoring training content to address the evolving ethical challenges in research. We will also touch on effective record-keeping methods, emphasizing the importance of documentation in ensuring compliance and fostering a transparent research environment. We will close the session with a look at the future trajectory of RCR and anticipate emerging trends. Discuss how advancements in technology, changes in research practices, and evolving ethical considerations will shape the landscape of RCR training. Don't miss this opportunity to gain valuable insights into the responsible conduct of research and contribute to the ongoing dialogue surrounding ethical research practices.

Morgan Fielding

Northeastern University

Amanda Humphrey

Northeastern University

TUESDAY, 5/7

Concurrent Sessions & Discussion Groups

DISCUSSION GROUPS

3:45 pm to 4:45 pm

Pre-Award

Beginner

Enemies Into Allies: How Departmental and Central Pre-Award Can Work Together to Save the Day

This discussion group will explore the unique relationship between departmental pre-award administrators and their central office counterparts. Key takeaways will include: how to work together to set reasonable expectations and deadlines; what constitutes an effective checklist and why it is a vital tool for both sides of proposal review; the importance of creating a strong relationship between department and central; and how to navigate common issues to reach a shared goal: funding.

Caitlin Welsh McCarty
Harvard Medical School

Tanya Kershaw
Brigham & Women's Hospital

PUI/RD

Intermediate

Managing the Relationship with your New President or Provost in a PUI, Part B (Discussion)

Many of us have been there, and if we haven't yet, we will be: A new president or provost comes on board, and with that, new expectations, realistic or not, are placed upon your office. The new leader may come from within your organization, from another PUI, or from an R1 institution with no PUI experience at all. How do you handle the new leader's expectations? How do you develop and cultivate a relationship with this person? How do you use data to inform and educate them? Let's discuss these questions and more, and share our stories and best practices to inform how we advocate for our office and support our faculty through these times of change.

Lori Parmet
Olin College of Engineering

Bonnie Troupe
Stonehill College

TUESDAY, 5/7

Concurrent Sessions & Discussion Groups

DISCUSSION GROUPS

3:45 pm to 4:45 pm

Professional
Development

How to Navigate Uncomfortable Communication (Part II)

Intermediate

As a component of overall leadership development, we will discuss some of the hallmarks of effective communication from Part I and add other approaches to provide scaffolding for navigating uncomfortable communication. We will cover different scenarios and perspectives to apply the strategies learned to lessen the stress for all parties when communicating "bad news".

Pattie McNulty
BVARI

Jessica McDonough
Yale University



TUESDAY, 5/7

DINNER & DANCING

Celebrate your conference experience with a casual evening of fun while enjoying a delicious dinner with us.

Dance the night away to your favorite tunes!

Put on your cape and fly on over!

SUPERHERO PARTY



WEDNESDAY, 5/8

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

8:30 am—9:30 am

Pre-Award

Intermediate

Pre-award considerations and practical guidance for the management of clinical trials

This session will touch on the phases of a clinical trial from the budget to closeout. There will be a special focus on preparing budgets and navigating the contracting process, identifying common pain points and providing strategies to improve the pre-award process. Ultimately, we will summarize ways in which the administrative and study teams can be set up to manage clinical trials successfully. We welcome research administrators of any level, particularly if you are new to clinical trials or have a hybrid role.

Taylor Saraceno

Brigham & Women's Hospital

Operations Management

All

Research Support Services – An innovative approach to supporting your grant management office during high volume periods and staff shortages.

In an era where efficiency dictates progress, grant management support emerges as a critical factor, especially when your grant management team is not enough and over worked. This session uncovers a unique journey: an institution recognizing its grant management gaps and innovatively bridging them. Discover how Mass General Brigham turned an administrative challenge into an opportunity to make connections and serve the research community. Designed for a diverse audience spectrum, from newcomers to seasoned professionals, this presentation melds practical business practices with compelling case narratives, ensuring engagement and actionable insights.

David Waldron

Mass General Brigham

Cait Lieneck

Mass General Brigham

WEDNESDAY, 5/8

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

8:30 am—9:30 am

PUI/RD

Intermediate

Building a Faculty Writing Program at Providence College – A Case Study for Supporting Faculty Writing at a PUI

For faculty at PUIs, a lack of time and institutional support dedicated to writing often serve as obstacles to professional development. This session will begin with a focus on writing retreats as the cornerstones of a nascent Faculty Writing Program at Providence College designed to motivate and support faculty in achieving their writing goals (e.g., completing publications, submitting grant proposals, etc.). Over the past year, PC's Office of Sponsored Projects and Research Compliance has partnered with the Writing Center to synthesize and expand efforts to support faculty in their production of scholarship in new and more intentionally coordinated ways. Presenters will review collaborative efforts, showcase faculty productivity, and discuss plans for future enhancements. At the end of the session, audience members will be invited to consider and discuss strategies for launching and/or enhancing faculty writing support initiatives at their own institutions.

Dalila Alves

Providence College

Will Toner

Providence College

Hospital/Contracts

Intermediate

FDP - Reduction of Administrative Burden

Overview of the Federal Demonstration Partnership and their continuing mission to streamline the administration of federally sponsored research. We will cover the history of the FDP, their collaboration with federal agencies and their creation of accessible resources to help reduce administrative burden including: the FDP Expanded Clearinghouse; the FDP Subaward Template and recent trends.

Pattie McNulty

BVARI

Caitlin Crowley

BVARI

WEDNESDAY, 5/8

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

8:30 am—9:30 am

Compliance

Beginner/
Intermediate

Uncover Your IRB Superpowers: IRB Basics for the Busy Research Administrator

Research Administrators must often make decisions on whether approvals are needed from other research compliance areas including whether IRB approval is required for a particular research activity. Regulatory language can be challenging to understand, especially when not part of your everyday research administration vernacular. The goal of this session is to empower the busy research administrator with basic information about the IRB process, IRB language, and regulatory fundamentals to assist in deciding when IRB approval is needed.

Learning Objectives:

- 1) Understand the regulatory terminology used by IRB's.
- 2) Have a basic understanding of the IRB review process.
- 3) Acquire knowledge on how an IRB determines what is and what is not regulated research involving human subjects.

Shannon Sowards
Dartmouth Health

Danielle Jolie
University of Southern Maine

DISCUSSION GROUPS

8:30 am—9:30 am

Post-Award

All

Avengers Assemble: The Post Award Challenge

Participants collaborate, strategize, and conquer a series of post award challenges, uniting their diverse talents to emerge victorious. Bring your post award challenges and leave with a cache of suggestions, ideas and recommendations for managing them once back at your office.

Heather Dominey
Brown University

Denise Rouleau
Tufts University



WEDNESDAY, 5/8

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

9:45 am—10:45 am

Post-Award
Beginner

Post-Award Administration for Department Administrators

Learn the ins and outs of post award management from a departmental perspective. An overview of post award from funding to closeout with the PI and how to develop productive meetings.

Bob Cohen
Attain Partners

Karen Renaud
Boston Children's Hospital

NCURA
All

TBD

Kris Monahan
NCURA President



WEDNESDAY, 5/8

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

9:45 am—10:45 am

Compliance

Intermediate

Choose Your Own Adventure: Case Studies in Research Compliance

Rarely do we encounter a simple compliance issue with a black and white rule or regulation that governs. More likely are scenarios in which multiple issues are uncovered requiring coordination as multiple paths are considered. This interactive concurrent session navigates a variety of compliance and regulatory issues inspired by a mix of real life situations and a bit of creative imagination.

Jeff Seo

Northeastern University

Operations Management

Intermediate

Help! I Need to Re-Org

Session Description Many universities are under pressure to increase research funding, and this has caused an increase in workload and demand on the current research administration workforce structure. This session will focus on how to re-org the current team structure to effectively manage the increased workload, to limit burn-out and staff turnover while providing excellent customer service support in a remote environment. **Learning Objectives** Learn how to identify when it might be necessary to make a structural change, what data you'll need to make an informed decision, how to build buy-in for the change, and how to successfully implement a re-organization or re-structuring.

Tyler Tulloch

University of Connecticut

Anthony Cassese

Attain Partners

WEDNESDAY, 5/8

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

9:45 am—10:45 am

Funding Agencies & Sponsors **A Deep Dive into NIH Award Types and PI Eligibility**

We will conduct an in-depth review of the NIH award types, including Rs, Fs, Ts, Ks, Ps, and Us, and highlight some of the more common types, such as R01s, R21s, and K01s. We will look at eligibility for each type of award -- PI, institution, availability of pilot data, and so forth. We will also cover the different NOFO options: parent grants, PAs and PARs, and NOSIs.

Learning Objectives:

1. Be able to recognize/identify each NIH award type.
2. Be able to advise a PI on which award type may be most appropriate for them based on their career stage and the work they are proposing.
3. Be able to differentiate between NIH NOFO options and guide PIs in their funding searches.

Carolyn Elliott-Farrino
Maine Health

Gwen Swan
Maine Health

DISCUSSION GROUPS

9:45 am—10:45 am

Pre-Award **Enhancing Pre-Award Grant Management: Navigating Challenges and Implementing Best Practices**
Intermediate

Research compliance is essential for research safety, integrity, and ethics. The department plays a critical role by ensuring all research activities comply with regulations. This discussion will focus on:

- Research compliance considerations for conflict-of-interest disclosures
- How the department can support the disclosure process
- What impact does faculty Disclosures have on agency forms
- Case studies discussing the gaps between research compliance and the department

Research administrators must be aware of these requirements in order to partner and work more collaboratively to ensure that research compliance is integrated into all aspects of the research process.

Chanda Robe
Boston Medical Center

Paula Robinson
Northeastern University

WEDNESDAY, 5/8

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

11:00 am—12:00 pm

Post-Award

Intermediate/
Advanced

Crisis Crusaders: The Heroes of Post-Award Cleanup

With the current retention problems and high turnover rates in research administration contributing to higher than ever workloads, RAs can often find themselves falling behind on their reconciliations or RAs will join a team and take over portfolios that have been long neglected and need in-depth clean-up. The complexity of post-award crisis management extends far beyond routine account maintenance and demands a distinct set of skills and strategies. This session aims to equip research administrators with advanced strategies for managing and preventing post-award crises. Participants will explore a suite of tools and work plans specifically designed for handling projects that have devolved into a state of disarray, as well as methods to mitigate risks and streamline future post-award processes. Key Takeaways: Identify key differences between standard reconciliations and crisis-level account management. Learn to implement effective tools and techniques for cleaning up neglected portfolios. Develop robust strategies for preemptive crisis management to secure a smoother post-award phase. Join us for a deep dive into the dynamics of post-award administration and emerge with the knowledge to transform challenges into well-managed opportunities.

Saira Valley

Valley Consulting Group, LLC

Carolyn Bell

Beth Israel Deaconess Medical Center

WEDNESDAY, 5/8

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

11:00 am—12:00 pm

Funding Agencies & Sponsors **How The University of Maine Cooperative Extension outreach and research programs support and enhance communities.**

All

The University of Maine Cooperative Extension's outreach and research programs significantly enhance communities by delivering targeted education throughout Maine. Through impactful initiatives spanning agriculture, aquaculture, food safety, health, youth development, climate, and natural resource management, Extension empowers community members with research-based knowledge and skills. Collaborative partnerships with local organizations strengthen collective efforts to address specific needs. Moreover, Extension applied research is focused on opportunities and challenges facing local communities and businesses. The Extension's multifaceted approach ensures a comprehensive and lasting positive impact, promoting the overall well-being and prosperity of the communities it serves.

Jason Bolton, Ph.D.
University of Maine Cooperative Extension

Hospital/Contracts **Negotiating with the Federal Government - Troublesome Clauses**

Beginner/
Intermediate

To develop an awareness of negotiations and negotiation strategies when dealing with the Federal Government along with an understanding of the troublesome clauses in federal awards that universities face.

Mike Corcoran
MIT

Katrina McCarty
MIT

WEDNESDAY, 5/8

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

11:00 am—12:00 pm

Professional Development **Training New Research Administration Professionals**

Intermediate

This session will describe how to develop a training program to bring seasoned business professionals to the research administration field. I will show how to utilize a specific training system that is designed to reduce the time required for training and will increase proficiency.

Learning objectives:

Learning ways to train and keep qualified employees to work in research administration.

Funding Agencies & Sponsors **NSF Update**

All

Review of what is new and being developed within the National Science Foundation programs, policies, and budgets.

Nancy Bloch
LifeSpan

Jessica McDonough
Yale University

Samantha Hunter
National Science Foundation

DISCUSSION GROUPS

11:00 am—12:00 pm

Pre-Award **Superhero Strategies: Conquering New Sponsor Challenges in Proposal Development**

Beginner

During this discussion session, participants will brainstorm and share ideas for working with new sponsors during the proposal development stage. We will discuss best practices for reading funding announcements and evaluating the risk associated with a new sponsor.

Alison Wellman Smith
Harvard Medical School

Denise Rouleau
Tufts University



WEDNESDAY, 5/8

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

1:15 pm—2:15 pm

PUI/RD
Beginner

Research Development at PUIs: Laying Groundwork for Success

This session will provide an introduction to research development and an overview on how the University of Hartford and Bowdoin College engage faculty in the pre-pre-award stage. Participants will leave with an understanding of strategies they can use to build trust, confidence, and collaborative good will with their faculty members.

Julie Portfolio
University of Hartford

Cara Martin-Tetreault
Bowdoin College

Compliance
Intermediate

The Invisible Hero: AI's Role in Efficiency in Research Administration

As spreadsheets and the internet transformed research administration of yesteryear, AI is now here to change our workflows again. This session will focus on getting started in the tools and provide concrete tasks that you can implement into your work, no matter where you are in the sponsored funding lifecycle. We will focus mostly on generative AI tools like ChatGPT or Bing Chat (now Copilot). This session will show you that AI will not replace a great research administrator, but it will make you even better. AI is here to help us all shore up our pillars in the analytical skills trifecta of strategic thinking, communication skills, and technical proficiency. AI can level the playing field for those who have felt they are behind in their technical skills such as Excel and programming, or those who feel they lack a creative impulse and would like help designing slides and images for their work. This session is all about what is possible – bring your wish list!

Ashley Bens
Harvard University

Joe Mullin
Harvard University

WEDNESDAY, 5/8

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

1:15 pm—2:15 pm

Pre-Award
Intermediate

Tactics to integrate pre- and post-award knowledge for compelling proposals

This session provides an overview of the different research administrative structures, discusses the benefits of each, and provides recommendations for making the best of the existing offices at your institution. The learning objectives are: 1. gain a general perspective of the various pre- and post-award divisions, department administration offices, and mixed or decentralized structures in institutions; 2. learn new techniques to incorporate lessons from post-award in pre-award administration; 3. obtain methods to combat the challenges administrators face and recommend ways to streamline communication between all offices engaged in grants management.

Lenko Tankov
Simmons College

Rady Rogers
Harvard University

Post-Award
Beginner

The Power of Prophecy: Rebudgeting and Projections in Post-Award

In Post-Award we're often asked to predict the future – or at least the future impact of actions taken today. PIs may ask us if they can afford to admit new students or commit to new staff, if they can extend or expand the scope of projects, if they will need no-cost extensions to existing awards, or when they need to start writing new proposals. Policy or rate changes may also come with future costs or savings that we need to account for. All of these questions require us to project expenditures several years into the future, so that we can advise our PIs effectively, anticipate rebudgets and pre-approval requirements, and generally make the best choices for the awards that we administer.

Learning Objectives:

Learn what projections and rebudgeting look like at different points in the post-award life-cycle. Get an overview of projection methods and understand the differing levels of precision they provide. Discuss rebudgeting restrictions and other considerations that may impact decision-making.

Rady Rogers
Harvard University

Katie Walker
Boston University

WEDNESDAY, 5/8

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

1:15 pm—2:15 pm

Contracts/Hospital **Troublesome Terms in Non-Federal Agree-**
ments

Intermediate

Universities are faced with a negotiating and executing a wide array of legal instruments (e.g., grants, contracts, gift agreements) to facilitate the research enterprise. These instruments can take many forms from basic attestation statements to lengthy contracts that incorporate state and federal statute and regulation. Further, the relationships contemplated by these agreements may be with a variety of external parties, such as state and federal governments, private industry, nonprofit foundations, and international entities. Knowing what troublesome terms to look for in your agreements, or to proactively make external parties aware of, will help you as a research administrator ensure institutional compliance and integrity, and facilitate more efficient contract negotiation and execution.

Learning Objectives:

You'll learn about frequently found troublesome terms in non-federal research agreements and why they are problematic for the research enterprise. You will also learn about the differences between public and private institutions of higher education when it comes to troublesome terms.

James Creswell
Yale University

Tyler Tulloch
University of Connecticut

WEDNESDAY, 5/8

Concurrent Sessions & Discussion Groups

DISCUSSION GROUPS

1:15 pm—2:15 pm

Professional Development **The League of Extraordinary Connectors: Networking Powers Unleashed**

Beginner

Networking is critical to your professional development and growth. Many of us do this by attending events like NCURA, however, there are dozens of other opportunities for professional growth and career advancement that can come from expanding your network beyond NCURA. In this session we will go over the power of networking, how to leverage LinkedIn, how to find and get involved in initiatives so you can create new relationships and opportunities for the future and how to find your RA super power to promote yourself! Key Take aways: The power of networking: Understand how to network effectively with the goal to give not get. LinkedIn: Understand how to use this powerful professional platform to tell your story, build relationships and expand your network. Branding: Get in touch with your professional superpower and leverage it to grow your network and differentiate yourself. Community over competition: Understand how to see others in your field as powerful allies vs. competition. Join us to transform your networking approach into a dynamic tool for professional success and per-

Saira Valley
Valley Consulting Group, LLC

Minessa Konecky
Minessa. Ink



WEDNESDAY, 5/8

Concurrent Sessions & Discussion Groups

CONCURRENT SESSIONS

2:30 pm—3:45 pm

Funding Agencies & NIH Update
Sponsors TBD

Christine Cochrane
NIH

3:45 pm

ADJOURN!

Farewell, citizens! Until our paths cross again in the realm of righteousness, stay vigilant and keep the spirit of heroism alive!

