2023 SPaRC Retreat Session Descriptions

Afternoon Concurrent Sessions

Welcome to Top Gun: SPA Proposal Pilot Program

Welcome to Top Gun- SPA calls it the Proposal Pilot Program. We call it Top Gun. The goal of this session is to discuss the lessons learned during SPA's Proposal Submission Pilot Program by both the National Center for Supercomputing Applications (NCSA) and SPA's proposal team. NCSA had the opportunity to test the rollout of a new policy that not only will assist SPA in receiving proposal documents in a timely manner, but also allows PIs to spend time devoted to the narrative of their submission. Please join Maverick and Goose to earn your wings while we discuss the successes and lessons learned during the Proposal Submission Pilot Program.	**Katie Bateman,** *Assistant Director, Proposals, Sponsored Programs Administration (SPA)* **Tamara Roosevelt,** *Proposal Development Lead, National Center for Supercomputing Applications (NCSA)*

ORCID and SciENcv: The What, Whys, and Hows

The list of systems we must be familiar with keeps growing, including recent must-use additions: ORCID and SciENcv. With content useful for many levels of experience, this breakout session will begin with a brief overview (what's a DPI anyway? Do we really need to use both?); then provide a tutorial (how do we get delegate status? How do we link accounts?); and conclude with insights on communicating their value (how do we get faculty buy-in?).	**Alaine Martaus,** *Research Development Coordinator, National Center for Supercomputing Applications (NCSA)* **Holly Pankow,** *Senior Research Administration Coordinator, Mechanical Science and Engineering*

What Makes a Contract Negotiation Complex?

This session will discuss what creates more complexity or risk in accepting research contracts, such as sponsor/subrecipient type, funding amounts, legal terms, or unusual collaborations. We will also address how Award Negotiators manage these issues, including interactions with other offices on campus to mitigate these concerns, and how campus research administrators can assist SPA in the negotiation process.	**Paula Jorge,** *Associate Director, Negotiations, Sponsored Programs Administration (SPA)* **Julie Robinson,** *Associate Director, Negotiations, Sponsored Programs Administration (SPA)*

Supporting the Faculty Entrepreneur

Attend this session to learn how to support the faculty entrepreneurs in your department. We'll cover best practices, pitfalls to avoid, and how to connect your faculty to the entrepreneurial enterprise at Illinois.	**Michelle Chitambar,** *Assistant Director, Licensing and Senior Technology Manager, Office of Technology Management* **Linda Lee Drozt,** *Director of Strategic Regulatory Programs and Conflict of Interest Officer, Office of the Vice Chancellor for Research and Innovation (OVCRI)* **Gerald Wilson,** *Director of Entrepreneurship, EnterpriseWorks Business Incubator*

Mandatory Cost Share – Lining up all your ducks

Ever feel quackers because you can't find the cost sharing ducks let alone line them up? This session will cover ways to find the ducks, line the ducks up, and hopefully keep them lined up.	**Rosalyn Maziarka,** *Proposal Coordinator, Sponsored Programs Administration (SPA)* **Kathie Veach,** *Senior Pre-Award Shared Services Coordinator, Sponsored Programs Administration (SPA)*

Supporting Unconventional Projects

Sometimes groundbreaking research requires groundbreaking research administration. Attend this session to learn about supporting unconventional projects including those that involve constructing new facilities, complex vendor issues, and conducting research abroad. We'll talk through case studies and have time for your questions.	**Dr. Melanie Loots,** *Senior Executive Associate Vice Chancellor for Research and Innovation, Office of the Vice Chancellor for Research and Innovation (OVCRI)*

Human Subject Payments vs. Participant Support Costs

This session will explore the difference between human subject payments and participant support costs. We will examine how each category of expense is defined and treated, both at proposal stage and when charging expenses in Banner. Using real-life examples, we will explore case studies to demonstrate the differences and discuss the appropriate treatment of these costs.	**Sarah Challand**, *Grants and Contracts Coordinator, Psychology* **Sarah Lorbiecki**, *Assistant Director, NSF Awards, Sponsored Programs Administration*

Department Roundtable Discussions

Table #1: Effort Tracking at the Department Level Do you wonder how other departments track faculty effort? What exactly does effort include/exclude and why is effort tracking important? Are there tools available to help? Let's discuss these topics and much more when it comes to faculty effort tracking.	**Susan Osterbur,** *Senior Sponsored Research Business Analyst, School of Chemical Sciences*
Table #2: Managing Data Management – Tips, Tricks, and Resources for Guiding Researchers Discussion of departmental administrators experience with Sponsor Data Management requirements and processes in place to assist their investigators. Also, an opportunity to learn more about resources available from campus and specific Sponsors as well as share with others, resources that may not be widely known.	**Corey Marks,** *Grants and Contracts Specialist, Institute for Genomic Biology*
Table #3: Proposal Submission Policy – Win-win for Researchers and Administrators Do you want to improve your submission lead time but have last minute faculty? The new submission policy can help meet internal deadlines and give your PI as much time as possible to make edits. This can create a balance between department support staff, faculty, and SPA.	**Andrea Vogel,** *Senior Grants and Contracts Coordinator, Engineering Shared Administrative Services, Grainger College of Engineering*

| **Table #4:** How to Keep Current with Sponsor Requirements, Guidelines, and Systems

How do research administrators guide faculty and researchers in their proposal and post-award management submissions when the requirements, guidelines, and systems change frequently? Join the roundtable discussion to know who to ask, where to look, when to anticipate sponsor changes, and how to effectively disseminate updates to researchers to maximize their chances for a successful sponsored project. | **Kelli Wendt,** *Associate Director Business and Finance, Engineering Shared Administrative Services, Grainger College of Engineering* |