

OSR Leadership Forum

David Paul - Executive Director

Brian Bertlshofer - Director of Cost Analysis & Compliance

Jim Kelly - Assistant Director of Sponsored Projects Accounting

Jennifer Teixeira - Director of Research Administration



UNC Symposium for Research Administrators
August 10, 2018

Executive Director

*What are the different roles within the
Office of Sponsored Research?*

OSR Business Units



PROPOSAL

- Review
- Submission

AWARD

- Negotiation
- Set-Up
- Management

FINANCIAL

- Cash Mgmt.
- Billing
- Reporting

AWARD

- Closeout

COMPLIANCE

- Effort Reporting
- Pre/Post Audit

COSTING

- F&A Rates
- Recharge Ctrs

SUPPORT

- ResAdminOSR
- OSRBilling
- OSRHelp
- Website
- Communication
- Training

<https://research.unc.edu/sponsored-research/about/business-units/>

Research Administration Updates

RAM Tracker Transparency

Mini Sessions Offered Today, 1-1:30 & 1:30-2:05 in Room 3000

RAMSeS Contact Information Enhancement

<https://ramses.research.unc.edu/ramses/index.cfm?event=general.contactOSR>

Industry Contracting Moving to Giles Horney

Update to the Budget Revision & Prior Approval Forms

New Cost Analysis & Compliance Staff

Jasper Fleming – Central Effort Coordinator

ePARs, PAATs and ecrt

jasper_fleming@med.unc.edu or (919) 843-5074

Eartha Bridges-Riley – Central Effort Coordinator

ePARs, PAATs and ecrt

olivette@live.unc.edu or (919) 962-7717

Thomas Avant – Cost Accounting/Central Effort Mgr.

Effort Reporting, RSCs and F&A Study

tcavant@email.unc.edu or (919) 962-6456

Effort Certification Timeline

Wednesday, August 15, 2018: Pre-Review Begins

Tuesday, September 4, 2018: Certification Period Begins

Thursday, October 4, 2018: Escalation Period Begins

Friday, November 2, 2018: Certification Period Ends

**Friday, November 30, 2018: All Effort Certification True-Ups
Due in OSR's Worklist**

Executive Director

*Please address OSR staffing levels,
recruitment, and retention efforts?*

Research Administration

Can you explain why it matters who signs off on proposals or awards? Why can't the PI sign and submit?

Operating Standard 200.2:

<https://research.unc.edu/sponsored-research/operating-standards/#200.2>

Cost Analysis & Compliance

OSR requires a minimum of 1% PI effort on all projects, but I see that proposals go through with no effort. What is the policy?

Operating Standard 600.5:

research.unc.edu/sponsored-research/operating-standards/#600.5

Executive Director

*What can departments expect as a response
turn around when general requests are sent
to OSR?*

Sponsored Projects Accounting

What is the best way for depts to track payments of OSR invoices after the documentation is submitted?

Tracking Payments

OSR Payments Report in InfoPorte displays all AR payment transactions that have hit a cash account for that project which include AR Direct Journals, AR payments, AR worksheet items and AR maintenance transactions.

Useful Queries Related to Contracts & Grants

The queries below are available for reviewing financial information for contracts and grants in ConnectCarolina RPT:

NC_CPS_AR_DJ_PMTS_BY_PROJECT – Shows OSR deposits via direct journal. There is no associated invoice.

NC_CPS_AR_OSR_PAYMENTS_BY_PROJ – Shows invoice generated to sponsor and payment received.

NC_CPS_AR_OSR_OPEN_ITEMS – Shows invoice generated to sponsor and payment not received.

NC_CPS_KK_PROJECT_SUM – Shows available balance, pre-encumbrance, encumbrance, and expense on OSR funds.

Tracking Payments

Please note that payment data retrieved in these queries only reflect “51” projects (post-Connect Carolina) and **do not** reflect those payments captured pre-conversion (FRS).

For assistance with payments on projects pre-conversion, please contact OSRHelp@unc.edu.

Executive Director

Some departments are going paperless. Does this mean original hard copies of documents and receipts are no longer required to be kept on file?

Research Administration

What are some of the biggest mistakes/pitfalls that department research administrators make during the lifecycle of a project?

Sponsored Projects Accounting

What is the status of closing out old projects? How can depts help in this process?

Status of Legacy Closeouts

- Original Closeout Population <FY17 – 8,358 Contracts
- Current Closeout Population <FY17 – 7,316 Contracts (Approximately half have still to be reviewed)

How can you help?

- Projects in the negative – be on the forefront and move expenditures **OFF** projects that are causing a deficit
- Encumbrances? Cash Advances? – Remove encumbrances and reconcile the Cash Advances
- Residual Funds need Transfer? – Refer to revised OSR Operating Standard 700.4, provide appropriate chart-field-string and any necessary justifications for balances in excess of 25% of awarded amount

Research Administration

Will UNC be transitioning to using Grants.gov

Workspace or NIH ASSIST?

Executive Director

*Do all requests and/or concerns go to
ResAdminOSR@unc.edu to all OSR units
and teams?*

Reference OSR Contact Us page:

<https://research.unc.edu/sponsored-research/contact-map/>

Research Administration

What is the status of ALICE and RAMSES being combined?



Questions?