Full Program

Updated 10/24/2019

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Saturday, October 26, 2019

Registration Open 3:00pm - 5:00pm

Sunday, October 27, 2019

Registration Open 7:30am - 7pm

Morning Activities

Room	Description
Pioneer	**Region VII Strategic Planning** - All Region VII members are welcome to join regional leadership in strategic discussions. Bring your ideas and make your voice heard!
Belltown	**Region VI Regional Advisory Committee Meeting** - In person meeting of the Region VI RAC members.

Lunch for Afternoon Workshop Participants (12:00pm - 1:00pm)

Afternoon Workshops (1:30pm - 5:00pm)

Workshop information on websites
Workshops can be added to registration at any time via NCURA website

Welcome Reception (5:30pm - 7:00pm)

Room	Description
Emerald Foyer - 3rd Floor	Come meet fellow attendees and kick off the meeting with appetizers and beverages! Please visit the Registration Desk to get your badge before you arrive.

Monday, October 28, 2019

Fun Run/Walk - Meet in Lobby at 6:15am, Return to Hotel by 7:15am

Registration Open 7:30am - 12:15pm and 1:15pm - 5:00pm

Continental Breakfast 7:30am - 8:15am

Conference Welcome & Keynote Address (8:15am - 9:45am)

Room	Description
Emerald Ballroom	Meeting Welcome from Region Chairs
	Keynote Speaker - Nephi Stella, PhD; Professor, Pharmacology, joint with Psychiatry & Behavioral Sciences, University of Washington Navigating cannabis research to develop novel therapeutics: laboratory, start-up and Center for Cannabis Research journeys

Sessions 10:00 - 11:00							
Room	Track	Title	Level	Session Type	Lead Presenter	Co-Presenter(s)	Description
Capitol Hill	Contracting	Stop Sending Forms!: A guide to the FDP Expanded Clearinghouse for subrecipient monitoring	Intermediate	Concurrent	Julie Thatcher, Director of Sponsored Projects, Institute for Systems Biology	Lynette Arias, Assistant Vice Provost for Research, University of Washington	The FDP Expanded Clearinghouse pilot began in early 2016 as a way to alleviate administrative burden associated with subrecipient monitoring and management. Over 200 organizations, including all FDP member organizations and the first cohort of non-FDP organizations, have posted information on a single, publicly available website as an alternative to using subrecipient commitment forms. At the session, we will discuss how to access the FDP Expanded Clearinghouse and learn about what information it contains. We will talk about how the project evolved from a pilot to an initiative, review the benefits of using the FDP Expanded Clearinghouse, and discuss how other non-FDP member organizations can join in the future.
Seattle Ballroom 2	PUI/Dept	DRA 101: A Research Administration Survival Guide	Basic/Overview	Concurrent	Laura Johnson, CRA Research Advancement Administrator, Sr.	Sarah Montgomery, CRA Research Advancement Manager, School of Molecular Sciences Arizona State University	The DRA 101 Survival Guide session will help department RAs navigate the complicated wilderness of research administration. From pre- and post-award viewpoints - we will look at resources and tools, potential pitfalls and red flags, best practices, and some brief case studies. Commiserate, collaborate, and maybe even sing a camp song with your fellow RAs. Learn a useful trick for difficult conversations with faculty (works with toddlers, too!). Pick up tips for avoiding RA burnout and practicing self-care. Remember that you're a research administrator, but you're a person first. • Hard Skills: Research administration topics and key words to look out for and where to find resources and tools • Soft Skills: Having difficult conversations with faculty and practicing self-care
Belltown	Preaward	NIH Single IRB Requirements: Guidance for the Pre-Award Stage	Basic/Overview	Concurrent	Audrey Harris; Director, Office of Research Assurances; University of Idaho	Jackie Lucas; Director, Office of Sponsored Research; Beckman Research Institute of the City of Hope	Dig into the nuts and bolts of the NIH single IRB (sIRB) requirement from both the Pre-Award and Compliance perspectives. We will also compare and contrast how two very different institutions have implemented these requirements, describing some of the pitfalls and hoops we have had to jump through to get to a (mostly) functional process. Learning Objectives - Learn when sIRB is required, and what is required from institutions proposing to use a sIRB in NIH applications - Gather best practices for handling sIRB at the pre-award stage to take back with you to your institution
Seattle Ballroom 1	Preaward & Post Award	Bigfoot, Jackalopes and COST SHARE, Oh my! Uncovering the Mystery of Cost Share Part 1: Pre-award	Basic/Overview	Concurrent	Chelo Jorge, Fund Accountant, Colorado State University	Samantha Aleshire, University of Alaska Fairbanks Helen "HP" Powell, MS, Manager of Radiology Grants Administration University of Washington	Description: Cost share is often a difficult concept to grasp for new research administrators: the what, the when, and the why of it. The session will cover the ins and outs of cost share, including what cost sharing is and the obligations an institution has around cost share requirements, whether voluntary or mandatory. Examples of sponsors/awards most likely to require cost share and allowable items to meet cost share requirements will be shared. For post-award cost share considerations, join us for Uncovering the Mystery of Cost Share Part 2. Learning Objectives: • Participants will be able to differentiate between voluntary and mandatory cost share • Participants will be able to describe when cost share becomes committed and obligations when cost share has been committed • Participants will be able to list sources of allowable cost share

Seattle Ballroom 3	Human Capital	Swap Meet: Onboarding Tools for Research Administration	Intermediate	Discussion	Tricia Callahan Senior Research Education & Information Officer Colorado State University		Engage in a lively exchange of ideas for onboarding new employees in research administration. Share ideas and discuss tools currently being used or developed at your institution to get new employees engaged and up-to-speed on institutional systems, policies, and practices as well as on the nuances of research administration. Feel free to bring along business cards to swap for follow up conversations!
Pioneer	Compliance	Compliance Concerns for the Contract Officer	Basic/Overview	Concurrent	Krista Roznovsky, Senior Contract & Grant Officer, Stanford University		This is a high level overview of compliance issues that contract officers should keep in mind during award negotiation and acceptance. The session will cover compliance strategies for various contract considerations such as: special research concerns (humans, animals, stem cells, etc.), financial and technical reports, IT security requirements, subawards and the like. This will be an interactive session, so please bring your case studies and questions!
Break 11:00am - 11:15pm							
Sessions 11:15am - 12:15pm							
Room	Track	Title	Level	Session Type	Lead Presenter	Co-Presenter(s)	Description
Seattle Ballroom 2	Contracting	IP 101: Introduction to the Wide World of Intellectual Property	Basic/Overview	Concurrent	Jeremy Tamsen, Director, Office of Technology Transfer, University of Idaho		Patents, copyrights, and trademarks – oh my! This information-packed session will teach you the principles and pitfalls of handling intellectual property as a research administrator. Bring your own questions to this beginner-level session to get the most out of your participation. Learning objectives: Attendees will learn how to address questions like "Why would I file a patent? How long will a patent take? Who pays? When Can I publish my results? Who owns the intellectual property?" Attendees will learn when to consult with their Technology Transfer officers, and strategies to prepare researchers for those interactions.
Seattle Ballroom 3	PUI/Dept	Developing training programs at the department level	Advanced	Concurrent	Kerin Antonio Alfaro Lead Research Administrator, Dana and David Dornsife College of Letters, Arts and Sciences University of Southern California	Nicole Joyce, MBA Manager, Research Administration Educational Initiatives, Change & Client Support University of California, San Diego	You are a seasoned research administrator who wants to develop training at the departmental level: - Do you want to establish value? - Do you want to increase intrinsic motivation? - Do you want to develop confidence in your learners' ability to perform complex tasks? - Do you want to place your research administrators at the appropriate mastery level for performance? If you answered yes to any of these questions than motivational influences, Instructional Design Theories, Principles, and Strategies can help you build an effective program that is meaningful for your learners creating motivation to strive as a research administrator and directly contribute to the organization. This presentation will give learning developers insight to foundational, yet critical Instructional Design Theories, Principles and Strategies to help them build an efficacious training for research administrators.
Capitol Hill	PUI/Dept	Research Administrator's Footprint in Clinical Research	Basic/Overview	Concurrent	Manilyn Matau, MBA Fiscal Officer, Chao Family Comprehensive Cancer Center University of California, Irvine	Nicole E. Quartiero, MS, CRA, CCRP Assistant Director, ICR & ORSP Colorado State University-Pueblo	New to clinical research? This session will provide an overview on clinical research and how to manage clinical trials. We will also go through tips on how to manage federally-funded clinical trials and how to develop robust budgets for industry sponsored studies to ensure all costs are covered. Managing such studies do not have to be a mystery nor challenging! • Brief overview on clinical trials • Identify the differences between basic science research and clinical research • Discuss budgeting techniques for the different types of clinical trials

Pioneer	Preaward	Funding Shifts, Drifts, and Myths: Finding and Taming a Funding Yeti (yes, they exist)	Basic/Overview	Concurrent	JulieAnna Carsen, Grant Support Specialist, Sr., Mary Lou Fulton Teachers College Research Opportunity Development and Advancement, Arizona State University	Howard Bergman, C.R.A., Director of Research Advancement, Arizona State University Mary Lou Fulton Teachers College	The presenters will explain the financial and logistical complexities of working with non-governmental funding agencies on sponsored research projects and briefly discuss why those relationships are becoming more common. Additionally, the team will highlight how the Mary Lou Fulton Teachers College at Arizona State University is responding to recent changes in federal funding and how other research support staff can respond to that change by diversifying their funding portfolios. The presenters will detail several strategies on how to locate alternate funding opportunities and provide participants with an outline of how to capture research agendas and advise investigators with effective funding strategies. Learning Objectives: 1. Funding Shift: How to pivot from a federal sponsor to a foundation 2. Funding Drift: How to target foundation-based funding opportunities that align with research interests 3. Funding Myth: How to overcome assumptions and confidently discuss unique funding opportunities
Seattle Ballroom 1	Preaward & Post Award	Bigfoot, Jackalopes and COST SHARE, Oh my! Uncovering the Mystery of Cost Share Part 2: Post-award	Basic/Overview	Concurrent	Chelo Jorge, Fund Accountant, Colorado State University	Samantha Aleshire, University of Alaska Fairbanks Helen "HP" Powell, MS, Manager of Radiology Grants Administration University of Washington	Continued from Part 1, this session will explore post award documentation of cost share: documenting, accounting, and reporting. Examples of common expenditures used for cost sharing will be shared. The session will go over the consequences of not meeting cost share requirements along with challenges to overcome when it comes to handling cost share. By the end of both sessions, part 1 and part 2, we hope the participants will have a better understanding of cost share from cradle to grave. Learning Objectives: • Participants will be able to describe the reporting requirements for cost share • Participants will be able to explain what happens when cost share commitments are not met • Participants will discuss how cost share challenges, like voluntary cost share, impact institutions
Belltown	Human Capital	Equality and Diversity In Research and Research Administration	Intermediate	Concurrent	Saiqa Anne Qureshi, PhD MBA Manager of Analysis Team Contracts and Grants Accounting (CGA) Controller's Office UCSF		1. Understand the benefits, challenges and implications of considering equality and diversity in research and research management 2. Assess the diversity of the culture within their own organisation 3. Understand their role in supporting progress towards a more diverse research culture, within their organisation and more widely within the research environment

Lunch 12:15pm - 1:15pm

Room	Description
Emerald Ballroom	Full Joint Lunch for all Meeting Attendees

Sessions 1:30pm - 2:30pm

Room	Track	Title	Level	Session Type	Lead Presenter	Co-Presenter(s)	Description

Seattle Ballroom 2	Contracting	Basics of the FAR	Basic/Overview	Concurrent	Sherrie Dennehy, Principal Contract and Grant Officer, University of Southern California		We will go through the basic structure of the FAR, and identify clauses that are generally acceptable, clauses that should be approached with caution, and clauses that are generally problematic to accept. We will also go through techniques for reviewing FAR clauses. Learning Objectives: • Understand the basic structure of the FAR • Identify low, medium and high risk FAR clauses • Discuss techniques and best practices for reviewing FAR clauses
Seattle Ballroom 3	Compliance	How to Discuss F&A Rates and Cost Recovery with Upper Administration	Intermediate	Concurrent	Anne Feuerborn, Director, MAXIMUS	Heather Taff, Sr. Cost Accountant, University of Idaho	Facilities and Administrative costs generate anywhere from thousands to millions of dollars in revenue for higher education institutions annually. It is critical for upper administration to understand what factors impact the calculation and how to maximize the recovery of costs through the F&A rate and direct charging to sponsored projects. It is important to inform university administrators of the barriers and opportunities for recovering both indirect and direct costs. Learning objectives include: (1)Communicate why F&A rate is so important. (2)Denote factors what impact the F&A rates at their institution. (3) Strategize the negotiation of F&A rates. (4) Identify policy impacts on indrect and direct costs.
Seattle Ballroom 1	PUI/Dept	Creating a PI dashboard	Intermediate	Discussion	Karen Kimes Research Administrator, Department of Radiology University of Colorado, Denver-Anschutz Medical Campus	Jim Kresl, Assistant Vice Provost, Office of Research, Office of Research Information Services, University of Washington	Conversations with PI's can be difficult and presenting their financial data in ways they understand can be challenging. We use many systems to cull information and it can be labor intensive to find a best approach. This will be an open discussion where individuals can bring their current practices and share ideas.
Belltown	Preaward	Herding Cougars: Best practices for working with large interdisciplinary teams.	Intermediate	Concurrent	Maureen Bonnefin, Assitant Director & Proposal Consultant, Office of Research Advancement & Partnerships, Washington State Univeristy	Amanda Yager, Grant & Contract Manager, College of Arts & Sciences, Washington State Univeristy	Current trends in research encourage faculty to solve grand societal problems through interdisciplinary research. As such more researchers are applying for large team based grants, such as center grants or NSF's Big Ideas opportunities. These projects require the collaboration of faculty from a host of disciplines, both from within and external to your university. Designed for research administrators who work closely with faculty to develop grant proposals, this session will provide you with tips, techniques, and best practices for assisting large interdisciplinary teams with proposal development and submission. Learning Objectives - Upon the completion of this session you will: • Understand the key differences between preparing large team collaborative proposals and small team or single investigator ones. • Be able to utilize best practices for organization and communication in order to ensure a timely, accurate, and complaint proposal package.

First Hill	Compliance	Identifying and Addressing Export Compliance Risk	Basic/Overview	Concurrent	Steve Eisner, Director of Export Compliance Stanford University		Learners will come away from this session with tools to identify scenarios in research administration that present potential export and trade sanctions compliance risk. Learners will also be provided with useful strategies to mitigate those potential risks. We will address the proposal process, confidentiality agreements, intellectual property, international travel, financial transactions, the visa process and the current federal export control environment. Although the session content is crafted for those new to export compliance, the best practices shared will be useful to those at all levels.
Capitol Hill	Post Award	Utilizing Best Practices for Travel Reimbursements	Basic/Overview	Discussion	Ronald Sol, Research Administrator, Stanford University	Frank Casteneda, Research Administrator, Stanford University and Megan Hagquist, Senior Research Administrator, Stanford University	A discussion about the travel reimbursement process and sharing of best practices to avoid compliance issues or embarassing news coverage.
Pioneer	LeadMe	LeadMe Graduate Presentations: Group 1	All levels	Concurrent	LeadMe Graduates: Group 1		The LeadMe Program is our professional development and leadership mentoring program, now in its tenth year. Members who are accepted into the program as Mentees are each paired with a Mentor, who supports the Mentee in identifying leadership and professional development goals and objectives, as well as to formulate their Leadership and Professional Development (L&PD) Plan. The leadership plan, which typically aligns with some situation or issue that the Mentee, under the Program, can come up with a plan to improve, streamline, and/or optimize at their home institution. This is the first of 3 sessions where LeadMe graduates present their leadership projects with a short Q&A session immediately following for each.
Break 2:30pm - 2:45pm							
Sessions 2:45pm - 3:45pm							
Room	Track	Title	Level	Session Type	Lead Presenter	Co-Presenter(s)	Description
Seattle Ballroom 2	Contracting	An Exploration of Key Contract Terms in Sponsored Research	Basic/Overview	Concurrent	Kevin Stewart, Associate Director, Industry Contracts, University of California, Santa Barbara	Glennia Campbell, Director, Industrial Contracts Office, Stanford University	This session will take a constructive approach for the review, assessment, negotiation, and reconciliation of key contract terms for sponsored research. Topics covered will include the legal, financial, programmatic, and administrative terms commonly encountered in sponsored researd agreements. Objectives: • Participants will learn the key contract terms addressed in sponsored research agreements • Participants will learn the preferred positions for contract terms in sponsored research, and the reasons why

Belltown	Preaward	Let’s Talk Best Practices: SBIRs & STTRs	Intermediate	Discussion	Jeremy Tamsen, Director, Office of Technology Transfer, University of Idaho	Jackie Lucas, Director, Office of Sponsored Research, Beckman Research Institute of the City of Hope	A Tech Transfer Officer and a Sponsored Programs Administrator walk into a bar… if you want to hear the punch line, join us for this discussion session! Lead by representatives from Tech Transfer *and* Sponsored Programs, we’ll discuss a hot topic on everyone’s minds: SBIRs and STTRs. As a group, we’ll share stories and institutional best practices related to SBIR and STTR awards, tackling the big issues of working with industry, conflict of interest, intellectual property, and budget. This is an intermediate session geared toward those with some working knowledge of SBIR/STTR proposals and/or awards; we will skip over the fundamentals so we can jump right into the discussion. Please join us! Learning Objectives: Share your experiences and learn from the experiences shared by others during this discussion-driven session. Discuss conflicts of interest matters, handling faculty start-ups, and other topics unique to SBIR/STTR programs. Share and hear war stories from past SBIR/STTR projects that inform prudent management of these awards.
Seattle Ballroom 1	PUI/Dept	Finding the Elusive Jackalope: A Trail Guide of Helpful Tools and Resources to Solving Common Challenges in Research Administration	Intermediate	Concurrent	Tracey Trujillo, Research Administrator, Warner College of Natural Resources, Colorado State University	Natalie Buys, Grants and Contracts Manager, University of Colorado, Denver-Anschutz Medical Campus Trisha Southergill, MPA, CRA Grant Support and E-Thesis Manager, Office of Research and Graduate Studies Montana Technological University	This session will outline useful tips and resources for the departmental research administrator to survive on a day-to-day basis. We will cover problem solving techniques, building relationships, knowing when to say no, managing multiple priorities and more! We will also provide a list of resources related to both pre and post award. At the conclusion of this presentation, participants will be able to: o Identify available resources for research administrators o Determine how to set work related boundaries o Give examples of how to manage professional priorities
Capitol Hill	Post Award	NSF Grant Awards and Cash Management Overview	Basic/Overview	Concurrent	Justin W Poll; Senior Accountant, National Science Foundation/Grantee Cash Management Section		Description: This session will provide overview of NSF's Grant Award and Cash Payment processes and procedures. It will also review awardees' responsibilities, common reasons for delays, and detailed information on baseline monitoring activities. Our section is responsible for NSF outreach in these subject areas, and our objective is to reach as many grantees as possible. Learning Objectives: • Review the grant management process. • Understand NSF Grant Award and Cash Payment process. • Learn about awardee responsibilities and common reasons for delays • Identify baseline monitoring activities. • Understand program income and reporting process.
Seattle Ballroom 3	Human Capital	Lean Six Sigma for Business Process Improvements in Higher Education	Intermediate	Concurrent	Kim Frazer, Business Analyst, UC Irvine	Nicole Joyce, Manager of Research Administration Educational Initiatives, UC San Diego	Lean Six Sigma (LSS) is a methodology for process improvement that originally applied to manufacturing. This presentation will demonstrate that there is proven value in applying LSS to higher education. The presentation will begin with an overview of LSS. By the end of this class, learners will be able to explain the basics of LSS, define the DMAIC model, and enumerate the eight wastes. Our interactive approach will demonstrate how LSS is being applied to research administration at institutions in California, like UCI and UCSD. For those who aspire to adapt LSS methodology at their institutions, we will talk about the available training options.

Room	Track	Title	Level	Session Type	Lead Presenter	Co-Presenter(s)	Description
Pioneer	LeadMe	LeadMe Graduate Presentations: Group 2	All levels	Concurrent	LeadMe Graduates: Group 2		The LeadMe Program is our professional development and leadership mentoring program, now in its tenth year. Members who are accepted into the program as Mentees are each paired with a Mentor, who supports the Mentee in identifying leadership and professional development goals and objectives, as well as to formulate their Leadership and Professional Development (L&PD) Plan. The leadership plan, which typically aligns with some situation or issue that the Mentee, under the Program, can come up with a plan to improve, streamline, and/or optimize at their home institution. This is the second of 3 sessions where LeadMe graduates present their leadership projects with a short Q&A session immediately following for each.
Break 3:45pm - 4:00pm							
Sessions 4:00pm - 5:00pm							
Room	Track	Title	Level	Session Type	Lead Presenter	Co-Presenter(s)	Description
Seattle Ballroom 3	Contracting	Material Transfer Agreements & Material Transfer Terms in Sponsored Research Agreements	Intermediate	Concurrent	Mora Mattingly, Assistant Director, Industry Contracts, University of California, San Francisco	Jessica Smith-Kaprosy, Contracts Manager, Washington State University	The grant is in and the investigator is ready to go. All they need is a signature on this material transfer agreement. Oh! And the material has already arrived on campus. Material transfer agreements help institutions share important scientific materials that can be integral to the success of a project, but the agreements often come with a rush timeline. In this session, we will review elements of material transfer agreements that are worth a second look, even under time pressure, and how those elements can result in big headaches down the road. We will discuss the material transfer agreement intake process and the importance of maintaining a communication between sponsored programs and technology transfer offices. Objectives: At the end of this session, participants will be able to (i) identify key information to obtain from investigators before negotiating a material transfer agreement, (ii) spot potentially problematic clauses, and (iii) understand the relationship between material transfer agreements and licensing of intellectual property.
Seattle Ballroom 1	PUI/Dept	Motivating faculty, building relationships and breaking down barriers	Intermediate	Concurrent	Jeff Wojciechowski Assistant Director & Manager, Advanced Power and Energy Program University of California, Irvine	Tricia Callahan Senior Research Education & Information Officer Colorado State University	A key to becoming an effective research administrator is understanding the faculty-researcher mindset. In order to be successful, research administrators must invest in building relationships and motivating faculty to take ownership in administrative processes. Whether faculty are new to your institution or new to sponsored programs, this session will explore on-boarding and guiding new faculty in project management while fostering positive relationships between faculty and administrators. Objectives: • Identify barriers between faculty-researchers and administrators • Demonstrate strategies for building effective project management teams • Discuss ideas for on-boarding new faculty-researchers to sponsored programs

Capitol Hill	Preaward, Post Award, PUI/Dept	Excel 101	Basic/Overview	Concurrent	Sherrie Dennehy, Principal Contract and Grant Officer, University of Southern California	Chelo Jorge, Fund Accountant, Colorado State University	Please bring a laptop to this session if you can. We will go through the basics of using Microsoft Excel, including basic equations, using basic formulas, and general formatting techniques. We will also discuss techniques for building a budget that is easy to understand and adjust – specifically using Goal Seek. Learning Objectives: • Become comfortable with using basic equations and formulas in Excel • Learn convenient formatting techniques in Excel • Learn how to build a simple budget and use Goal Seek
Belltown	Compliance and Updates	Cannabis Research Overview: Nation, State, and Your Institution	Basic/Overview	Concurrent	Derek Brown, Research Operations Manager, Washington State University	Ben Howard, E-Research Administration Coordinator, Washington State University	This session will look at the ever-changing world of research involving cannabis (hemp and marijuana). Discussion topics will include recent headlines, research areas of interest and allowability, policy and legal implications, national level cannabis reports, and what is happening in Washington state and at Washington State University. We also want to hear what you are doing at your institutions!
First Hill	Human Capital	Leveraging Diversity and Creating an Environment of Cultural Humility	Intermediate	Concurrent	David Scarbeary-Simmons, MS, MPA, CGA Support Team Manager, UCSF	Jeanette Rodriguez, Intermed Service Team Member, UCSF	In this session, participants will learn what defines cultural humility and hear about various strategies to create a more diverse environment at their institution. The overall objective will be to define the value diversity plays specifically within the field of research administration. The presenters will share their experiences taking part with UCSF's Diversity and Inclusion Certificate Program and how they incorporated those experiences within their unit. They will deliver the diversity capstone projects that were created as a result of this program and provide an opportunity for participants to engage in a discussion surrounding how to incorporate what they've learned. • Participants will gain foundational understanding of what cultural humility means. • Develop tools and considerations for creating an inclusive climate at work. • Participants will explore their own backgrounds to deepen their understanding on diversity-related issues.
Seattle Ballroom 2	Post Award	A Tale of Two Systems: Payroll and Effort Monitoring Options Under UG	Intermediate	Discussion	Susan Wyatt Sedwick, PhD, CRA, CSM; Senior Consulting Specialist; Attain	Diane Barrett, Director, Office of Sponsored Programs, Colorado State University	It was the best of times, it was the worst of times. Uniform Guidance removed prescriptive language about effort certifications, but the unknown was just as daunting. Now is an excellent time to talk about payroll and effort certification options under Uniform Guidance! We have some example models to discuss, but also would like participants to bring information about thier systems, as well as thier questions.
Pioneer	LeadMe	LeadMe Graduate Presentations: Group 3	All levels	Concurrent	LeadMe Graduates: Group 3		The LeadMe Program is our professional development and leadership mentoring program, now in its tenth year. Members who are accepted into the program as Mentees are each paired with a Mentor, who supports the Mentee in identifying leadership and professional development goals and objectives, as well as to formulate their Leadership and Professional Development (L&PD) Plan. The leadership plan, which typically aligns with some situation or issue that the Mentee, under the Program, can come up with a plan to improve, streamline, and/or optimize at their home institution. This is the third of 3 sessions where LeadMe graduates present their leadership projects with a short Q&A session immediately following for each.

Dinner Groups - Reservations at 6:30pm OR 7:00pm Leave from Hotel Lobby at 6:15 for 6:30 groups, at 6:45 for 7:00 groups Limited Number per Reservation Sign up: https://signup.com/go/ZUuhwUr	
Reservation Time	Restaurant
6:30pm	Japonessa
6:30pm	Lola
6:30pm	Orfeo
6:30pm	The Pike Pub
6:30pm	Wild Ginger
7:00pm	Purple Café
7:00pm	Vons 1000 Spirits

Tuesday, October 29, 2019							
Fun Run/Walk - Meet in Lobby at 6:15am, Return to Hotel by 7:15am							
Registration Open 7:30am - 12:00pm and 1:30pm - 5:00pm							
Continental Breakfast 7:30am - 8:30am							
Sessions 8:30am - 10:00am							
Room	Track	Title	Level	Session Type	Lead Presenter	Co-Presenter(s)	Description
Pioneer	Contracting	Reviewing Federal Contracts - Beyond the FAR	Intermediate	Concurrent	Sherrie Dennehy, Principal Contract and Grant Officer, University of Southern California	Sapphire Masterson, Contract and Grant Officer, University of Southern California	We will cover how to review federal contracts for research. This will include the structure of federal contracts, an explanation for the funding mechanisms, export control concern areas, etc. This session will not go in depth into the FAR, but rather focus on the other aspects of federal contracts. Learning Objectives: • Understand the basic structure of federal contracts • Understand the basic accounting structures • Identify areas of concern for export control that are not included in the FAR • Identify other important sections of federal contracts not addressed in the FAR

First Hill	PUI/Dept	Center Grants 101	Basic/Overview	Concurrent	Diana Vigil-Stephens, MBA Education Director, Institute for Clinical and Translational Science University of California, Irvine	Helen "HP" Powell, MS Manager of Radiology Grants Administration University of Washington	This session provides a primary basis of understanding of goals and general operating procedures of NIH Center grants. The program is perfect for someone new to research administration, as well as for research administrators seeking to expand their knowledge of center grant and cooperative agreements. The purpose of this workshop is to provide participants with a broad overview of the various aspects involved in administration, financial and administrative management of center grants. Major content areas covered include: • Center grants overall structure, culture, and organization; • Proposal stage; • Post-award administration; • Tips and tricks. Learning Objectives: • Participants will learn about types of award mechanisms for NIH center grants and cooperative agreements • Participants will understand submission and administration management of a center grant and/or cooperative agreement
Capitol Hill	Preaward	Clinical Research Basics: An Introduction	Basic/Overview	Concurrent	Jennifer J. Cory Doeschot, MA², CRA Director of Operations Center for Definitive and Curative Medicine Department of Pediatrics, Stanford University	Heather Kubinec, MBA, CRA Principal Contract Officer, Office of Research, University of California, Irvine	This session will provide an overview of clinical research: the stages of research, the roles of the various people involved and best practices for effectively working together. Key regulations that guide researchers/institutions and funding challenges will also be discussed. This session will cover the foundations of clinical research: stages of clinical trials, compliance aspects, budgeting, study management, and roles of those involved. We will use the experience of our Center for Definitive and Curative Medicine at Stanford, which has a dedicated clinical trial office with experts in regulatory and study management to cover protocol development, budgeting, sponsor relationships and trial operations. Learning Objectives: • Learners will be able to identify key differences in clinical research terminology and processes • Learners will be able to outline budget complexities
Belltown	Human Capital	Young Professionals and Emerging Leaders- Building your Authority and Leadership	Basic/Overview	Discussion	Liz Grinstead, Colorado State University	Sarah Martonick, University of Idaho	Starting your career in research administration can be intimidating. There is so much to learn and to become an authority on in order to advise your peers, advise your principal investigators, and stay in compliance. Once you start to have a grasp on your job, how do you grow and become a leader in research administration and within your institution? This discussion group invites young professionals to come together to share how they have grown into leaders in their areas, help build a network within NCURA with like-minded and active research administrators, and learn what others are doing to show their leadership skills. We invite seasoned research administrators who started their career as a young professional, who are now leaders and model leadership in their institutions to share their successes and journeys on how they came to become an authority. This discussion will also explore pitfalls and struggles of being a young professional in research administration, and solutions that have been successfully utilized. Goals: Gather ideas on how to build your authority and leadership at your institution Build your network of NCURA members who are young professionals Discuss struggles and solutions that are unique to being a young authority in RA

Seattle Ballroom 3	Update	NSF Update	Basic/Overview	Concurrent	Jean Feldman, Head, Policy Office, Division of Institution and Award Support, National Science Foundation (Tentative)		This session will address new developments at NSF: trends, policy, and programs. NSF staff will provide an overview of what is new and under development at NSF
Seattle Ballroom 1	PUI/Dept	Working with Challenging Faculty: The Good, the Bad and the Entertaining	Intermediate	Discussion	Tracey Trujillo Research Administrator, Warner College of Natural Resources, Colorado State University	Sandra Logue Division Administrator, Biomedical Informatics and Personalized Medicine University of Colorado, Denver-Anschutz Medical	No doubt we have all worked with challenging faculty while working in research administration. However, challenging doesn't have to mean "bad". Presenters will discuss personality types as related to faculty and research administrator roles and how to effectively manage tasks to accomplish mutual goals. • Identify common personality types related to faculty, challenges/benefits • Discuss examples and effective strategies, proactive approaches to research administration for optimal results • Brief overview of common personality assessment tools for individuals and teams
Seattle Ballroom 2	Compliance	Hot Topic in Research Administration: Foreign Influence	Intermediate to Advanced	Concurrent	Susan Wyatt Sedwick, PhD, CRA, CSM; Senior Consulting Specialist; Attain	Diane Barrett, Director, Office of Sponsored Programs, Colorado State University	
Break 10:00am - 10:30am							
Sessions 10:30am - 12:00pm							
Room	Track	Title	Level	Session Type	Lead Presenter	Co-Presenter(s)	Description
Pioneer	Contracting	Open Contracting Forum	All Levels	Discussion	Nancy Lewis, Executive Director, Sponsored Projects, University of California, Irvine	Mora Mattingly, Assistant Director, Industry Contracts, University of California, San Francisco	Open discussion forum for discussing problem contract clauses (e.g. publication clauses that encroach on ability to independently publish, clauses that are challenging for institutional thresholds for risk (limitation of liability clauses, indemnification provisions, payment terms)). Attendees are encouraged to bring a topic and/or a clause they'd like to discuss.
Belltown	PUI/Dept	Let's get it started in here: Pre-Award Going from Proposal Development to Institutional Routing	Basic/Overview	Concurrent	Erika Blossom, CRA Senior Contract & Grant Officer University of California, Irvine	Trisha Southergill, MPA, CRA Grant Support and E-Thesis Manager, Office of Research and Graduate Studies Montana Technological University	Calling all Research Administrators! The proposal development and review process must be easier than finding the elusive Big Foot! Come to this session and share your ideas and stories of pre-award successes and fiascoes. While learning about possible new tools for developing a proposal from the department and/or central administrator's point of view, you'll be able to discuss tried and true best practices leading up to institutional routing before submission. In this session you'll not only hear about some best practices and strategies for assisting departments and faculty with proposal development, but also be able to share your ideas and possibly horror stories with institutional routing. Discover new twists in moving the process along quickly and efficiently from proposal development to institutional routing. At the conclusion of this presentation, attendees will be able to: • Define best practices in the pre-award process. • List examples of tools to develop your own proposal review process. • Discuss comprehensive budget development. • Compare different institutional routing processes.

Seattle Ballroom 3	Preaward	Inside the Black Box: Reporting, Analytics, and What Your PIs and Business Officers Really Need	Intermediate	Discussion	Noam Pines Associate Director, Sponsored Projects Office University of California, Berkeley	Karim Hussein, JD Director | Office of Sponsored Projects, University of Nevada, Reno Saiqa Anne Qureshi, PhD MBA Manager of Analysis Team, Controller's Office UC San Francisco	Metrics are increasingly important in research administration as institutions grapple with balancing internal priorities with the demand of customers such as PIs & Business Officers. From a central office perspective, managers want to provide a lens into what is happening with particular transactions, while being sensitive to time constraints associated with keeping records up-to-date. In the departments, RAs deal with pressures related to balancing pre-award activities with other responsibilities. In this discussion session, we will consider questions related to navigating the complexities of analytics & reporting. What problem(s) are we trying to solve? How do the needs of PIs differ from those of Business Officials? How do we determine the number & types of needs, prioritizing what data we provide? What systems/software to use? Where is the balance between doing work & capturing data related to doing work? What kind of metrics are you reporting related to proposal review & submission and related to award processing time & set-up? What are PIs & other stakeholders (e.g. departmental leadership) most interested in at the department level, and how do you know? What strategies have you successfully employed to deal with increasing pressures around analytics? We will consider these questions and others in an effort to broaden our understanding of what PIs and Business Officers really need. Learning Objectives: • Compare reporting tools used centrally vs those used in departments, with the goal of understanding different pressures across the research administration landscape. • Compare needs of Principal Investigators to those of Business Officials. Where do they intersect/diverge? • Analyze balance between transparency (reporting out) and efficiency (focusing on doing work as opposed to tracking it).
Seattle Ballroom 1	Post Award	"You Wanna Do What?" Justifying the Weird on Sponsored Projects	Intermediate	Discussion	Caz Margenau, Research Manager, University of Colorado Boulder	Susan Lau, University of California, San Francisco	Cat toys. Jet skis. Diaper rash cream. PI's are creative. Thinking out of the box and pushing boundaries is their thing. This poses a compliance challenge for administrators. There is no cat toy policy, so weird falls into the mucky grey of justifying the highly questionable. We will discuss how to solidly justify unusual expenses on sponsored projects, and share some amusing examples.
Seattle Ballroom 2	Human Capital	Getting Things Done When You are Not in Charge	Intermediate	Concurrent	Jennifer Lawrence, Finance and Adminstration, School of Mind Brain and Behavor, University of Arizona	Theresa Caban, Manager Clinical Trials and Industry Projects, Lundquist Institute for Biomedical Innovation at Harbor-UCLA	How can you exercise leadership whenever you are on the organizational chart? Do you have ideas for a project or process change that needs to occur in your area but are not sure how to get it done? Learn how to build collalitions, support structures and partnerships to get things done. Learning Objectives: • Participants will learn tools to help plan and execute their vision • Participants will learn techniques for assessing their project/goal • Participants will learn techniques for building partnerships
Capitol Hill	PUI/Dept	Partnering with Tribal Entities	Basic/Overview	Discussion	Ariadna (Ari) Santander, Manager, Office of Sponsored Programs, University of Washington	Judy Fredenberg, Assistant Vice President for Research and Federal Relations, University of Montana Jessica Smith-Kaprosy, J.D., Contracts Manager, Office of Research Support & Operations (ORSO), Washington State University Daniel Lienard, Compliance Analyst Team Lead, Office of Sponsored Programs, University of Washington	This panel will discuss their expierences partnering with Tribal Entities in a University setting.

All Region Business Meetings & Lunch: 12:00pm - 1:30pm

Room	Description

Emerald Ballroom 2/3	Region VI All-Region Business Meeting & Lunch
Emerald Ballroom 1	Region VII All-Region Business Meeting & Lunch

Ignite Sessions 1:30pm - 2:25pm

Room	Time	Broad Topic	Session Type	Title	Lead Presenter
Pioneer	1:30 - 1:45	Advocacy & Associations	Ignite	Stop Sending Forms!: A guide to the FDP Expanded Clearinghouse for subrecipient monitoring	Julie Thatcher, Director of Sponsored Projects, Institute for Systems Biology
Pioneer	1:50 - 2:05	Advocacy & Associations	Ignite	Professional Organizations: Who they are and why it matters!	Tony Ventimiglia, Acting Executive Director, Research Administration Services/Director, Proposal Services & Faculty Support, Auburn University
Pioneer	2:10 - 2:25	Advocacy & Associations	Ignite	The Role of your Federal Relations Office	Judy Fredenberg, Assistant Vice President for Research and Federal Relations, University of Montana
Seattle Ballroom 2	1:30 - 1:45	Hot Topics in Pre-Award	Ignite	Leaderhip Books for Research Administrators	Susan Wyatt Sedwick, PhD, CRA, CSM; Senior Consulting Specialist; Attain
Seattle Ballroom 2	1:50 - 2:05	Hot Topics in Pre-Award	Ignite	Non Disclosure Agreements & Confidentiality Clauses	Angie Karchmer, JD, Industry Contracts Officer, Applied Innovation, University of California, Irvine
Seattle Ballroom 2	2:10 - 2:25	Hot Topics in Pre-Award	Ignite	On-boarding Tools for Pre-award Research Administrators	Tricia Callahan Senior Research Education & Information Officer Colorado State University
Seattle Ballroom 1	1:30 - 1:45	Hot Topics in Post-Award	Ignite	Excuse Me? Post Award Weirdness	Diane Barrett, Director, Office of Sponsored Programs, Colorado State University
Seattle Ballroom 1	1:50 - 2:05	Hot Topics in Post-Award	Ignite	Utilizing Best Practices for Travel Reimbursements	Ronald Sol, Research Administrator, Stanford University
Seattle Ballroom 1	2:10 - 2:25	Hot Topics in Post-Award	Ignite	Participant Support Costs vs. Human Subject Payments	Howard Bergman, C.R.A., Director of Research Advancement, Arizona State University Mary Lou Fulton Teachers College
Belltown	1:30 - 1:45	Hot Topics in Compliance	Ignite	What is the Role of a Research Integrity Office?	Audrey Harris; Director, Office of Research Assurances; University of Idaho
Belltown	1:50 - 2:05	Hot Topics in Compliance	Ignite	Foreign Influence: 5 Things You Need to Know	Susan Wyatt Sedwick, PhD, CRA, CSM; Senior Consulting Specialist; Attain
Belltown	2:10 - 2:25	Hot Topics in Compliance	Ignite	Cannibis Research	Nicole E. Quartiero, MS, CRA, CCRP Assistant Director, ICR & ORSP Colorado State University-Pueblo
Seattle Ballroom 3	1:30 - 1:45	Professional Development	Ignite	RACC/CRA/Masters in Research Administration	Tricia Callahan Senior Research Education & Information Officer Colorado State University
Seattle Ballroom 3	1:50 - 2:05	Professional Development	Ignite	Diversity & Inclusion	Rashonda Harris, Emory University
Seattle Ballroom 3	2:10 - 2:25	Professional Development	Ignite	Social Media	Liz Grinstead, Interim Senior Research Administrator, Colorado State University

Break 2:25pm - 2:45pm

Sessions 2:45pm - 3:45pm

Room	Track	Title	Level	Session Type	Lead Presenter	Co-Presenter(s)	Description

Belltown	Contracting	Clinical Trial Agreements: An In-Person Primer	Basic/Overview	Concurrent	Angie Karchmer, JD, Industry Contracts Officer, Applied Innovation, University of California, Irvine	Heather Kubinec, MBA, CRA, Principal Contract Officer, Industry Clinical Trials, Office of Research, University of California, Irvine	Clinical trial agreements contain complex legal, regulatory, financial and administrative provisions that are often challenging to review and negotiate. Depending on the nature of the clinical trial (Sponsor Initiated vs. Investigator-Initiated), terms such as indemnification, intellectual property, subject injury and publication may differ. Moreover, because clinical trials involve many stakeholders, it is imperative that the negotiator employ a skilled, innovative approach to each contract. In this session, the presenters will introduce clinical trial agreements by discussing the core provisions from both a Sponsor-Initiated and Investigator-Initiated perspective. Objectives: • Gain an understanding of key clinical trial contract provisions • Learn key differences between Sponsor-Initiated and Investigator-Initiated trials • Develop skills to handle negotiations
Capitol Hill	Preaward	Bigfoot's Proposal Budgeting for Humans	Basic/Overview	Concurrent	Alycia Lewis, Contracts & Grants Manager, Department of Geography, UC Santa Barbara	Jennifer Meekhof, Business Processes/Systems Analyst, Office of Sponsored Programs, University of Idaho	In this session, we will walk-through the development of a grant proposal budget from start to finish. We will discuss the basic components of a budget, including allowable vs. unallowable costs, direct vs. indirect/F&A costs, and what costs are included within each category, an introduction to cost share, and how to best maximize your proposal budget while ensuring adherence to institutional and agency guidelines. We will present tips and tricks for working with PI's and other research staff and share direct experiences with the participants. This presentation is geared towards both departmental administrators as well as central administrators as the presenters share their experiences from both sides. LEARNING OBJECTIVES: 1) The basic components of a proposal budget; 2) Distinguish between allowable and unallowable costs and between direct and indirect/F&A costs; 3) How to estimate costs while adhering to institutional and agency guidelines.
Seattle Ballroom 2	Post Award	How to "Sasquash" Cost Transfers	Intermediate	Concurrent	Sarah Martonick, University of Idaho	Kenwyn Richards, University of Idaho	Our topic area includes information on the risks associated with cost transfers and payroll cost transfers, and the protections that a properly worded justification will mitigate risk under audit. We will discuss policies and procedures associated with cost transfers, review of the transfers, how to reduce the number of transfers (specific to pre- and post-award practices), and early setup and advance funding offerings.
Seattle Ballroom 3	Human Capital	Effective Communication: Cultivating Relationships, Modifying by Audience, Making Sure Your Point is Understood	Basic/Overview	Concurrent	Jennifer J. Cory Doeschot, MA², CRA Director of Operations Center for Definitive and Curative Medicine Department of Pediatrics, Stanford University	Saiqa Anne Qureshi, PhD MBA Manager of Analysis Team Contracts and Grants Accounting (CGA) Controller's Office UCSF	Communication is essential to positive working relationships. Given the challenges of working in diverse environments, with a range of personalities and age groups, developing skills and techniques around good communication is essential for professional success. This session aims to 1) identify common obstacles in building strong PI-administrator relationships, 2) explore strategies for successful partnerships (including the impact of effective communication, positive psychology, resourcefulness, and advocacy), and 3) draw upon case studies from real life scenarios to engage in an interactive, solution-driven discussion.

Seattle Ballroom 1	Update	National Science Foundation's Research.gov Modernization	Basic/Overview	Concurrent	Stephanie Yee, IT Specialist, Division of Information Systems, National Science Foundation		Do you want to reduce your administrative burden by preparing proposals with a user-friendly and intuitive system? Are you interested in uploading documents instantly and with real-time compliance checks? Get an in-depth look at the exciting new features of the National Science Foundation's Research.gov proposal preparation and submission system. Don't miss this opportunity to learn how you can influence the future of proposal submission.
First Hill	Post Award	F&A Topic			Susan Wyatt Sedwick, PhD, CRA, CSM; Senior Consulting Specialist; Attain		
Pioneer	Human Capital	That's a BIG Footprint - the impact of change on your research business	Intermediate	Concurrent	Theresa Caban, Manager Clinical Trials and Industry Projects, Lundquist Institute for Biomedical Innovation at Harbor-UCLA	Chelo Jorge, Fund Accountant, Colorado State University	This session will discuss change management and the impact on culture and environment. We will discuss impact from an employee and management perspective, giving examples of small and larger changes (ie. introduction of new software compared to the development of new departments, cores etc.). The discussion will look at mitigating the impact of change on manpower and attempt to provide solutions and creative approaches, including a look at resilience and emotional intelligence.
Break 3:45pm - 4:00pm							
Sessions 4:00pm - 5:00pm							
Room	Track	Title	Level	Session Type	Lead Presenter	Co-Presenter(s)	Description
Belltown	Contracting	Ensuring your Prime Award is Prepared for Subawards	Basic/Overview	Concurrent	Grace Park, Assistant Director, Subawards, Data Use & Other Agreements, University of California, Irvine	Nina Crow, Subcontract Officer, University of California, Irvine	This session will address important considerations to make during the prime award negotiation process to ensure consistency between your prime award and subaward. Participants will explore common pitfalls in the negotiation process that can create issues for subawards and tips for making the subaward process as smooth as possible.
Seattle Ballroom 2	PUI/Dept	Budgeting and Forecasting Collide!	Basic/Overview	Concurrent	Manilyn Matau, MBA Fiscal Officer, Chao Family Comprehensive Cancer Center University of California, Irvine	Will Tocki Contracts and Grants Coordinator, Rossier School of Education University of Southern California	Trying to find money to cover project expenses can sometimes feel like searching for Bigfoot. It doesn’t have to be that way with good budgeting and forecasting! This session will provide insights from both pre- and post-award departmental perspectives on the positive impact of budgeting correctly from the outset and regular forecasting through close-out of the award. We will go through tips on how to budget, monitor, and compare actual expenditures with future plans to avoid processing unnecessary cost transfers, adjustments, and the worst, audit findings! • Identify barriers between pre-award and post-award folks • Understand the importance of budgeting and forecasting • Discuss effective budgeting and forecasting techniques
Seattle Ballroom 3	Post Award	Participant Support Costs- What it is. What it is not.	Basic/Overview	Concurrent	Caz Margenau, Research Manager, University of Colorado Boulder	Susan Wyatt Sedwick, PhD, CRA, CSM; Senior Consulting Specialist; Attain	Participant Support Costs are troublesome. They have special rules and requirements. They often involve expense categories not usually involved in sponsored research. And being IDC exempt, PIs like to push the boundaries to use the funds. And this gets more complicated when flowing down Participant Support Costs to subawardees. To help you manage Participant Support Costs we will first really understand what is the purpose of these funds. We will nail down the definition then clarify the gray areas and rules. And we will share tips on how to flow down the costs on subawards.

Capitol Hill	Compliance	The pain and heartache of growing and developing a compliant Scientific Misconduct program	Intermediate	Discussion	Audrey Harris; Director, Office of Research Assurances; University of Idaho	Deb Shaver, Assistant Vice President, University of Idaho	Our institution recently put out a flashing arrow to inform people to bring their scientific misconduct cases to us. With that has come an influx of cases for our review, allowing us to utilize our existing policy, note the problems with it, and find ways to improve moving forward. This session will be intended to explain some of the pitfalls we have run into, as well as some ways we have improved, as well as allow ample time for discussion and Q&A.
Pioneer	Preaward	One day more: A discussion on Internal Submission Deadlines	Intermediate	Discussion	Cynthia Sanchez, Associate Director, Geballe Laboratory for Advanced Materials (GLAM), Stanford University	Erika Blossom, Senior Contract & Grant Officer, Office of Research, University of California, Irvine	Highly interactive session where participants can share stories of success in overcoming common pitfalls of internal proposal submission deadlines through a brief topic introduction followed by a facilitated discussion. Come prepared to participate, learn and have fun! Learning Objectives: • Participants will discuss the importance of partnerships, communication and influence without authority. • Participants will share success stories of success and strategies for successful proposal submission.
Seattle Ballroom 1	Human Capital	Building Effective Teams	Advanced	Concurrent	Kelly Belden, Accounting Technician IV, Supervisor, Colorado State University	Csilla Csaplar, Director, Engineering Research Administration, Stanford University	In order to build an effective team, you must first know your own strengths, values, and understand your talents and enhance your knowledge. Align your time and effort with your values. Respond to critical incidents and mistakes consistent with those values. Make your decisions connected with your values, especially regarding promotions, rewards and recognition. Demonstrate commitment and earn the trust of your team members by speaking up for them. Practice openness, honesty and consistency on your team by involving everyone in the conversation/discussion. Treat all fairly and work in concert with each other.

Tuesday Evening Reception 6:00pm - 9:00pm

Location	Description
SPIN Seattle	Come to SPIN Seattle (just 1.5 blocks from the Motif) for some food, drinks, and friendly competition at this ping pong venue that we'll have to ourselves for a few hours. There will be 2 ping pong pros on-hand to give us some tips and to put our own skills to shame! Play some games, watch some games, and enjoy the company of NCURA friends, new and old.

Wednesday, October 30, 2019

Registration Open 7:30am - 8:30am

Continental Breakfast 7:30am - 8:30am

Sessions 8:30am - 9:30am

Room	Track	Title	Level	Session Type	Lead Presenter	Co-Presenter(s)	Description
Seattle Ballroom 1	Post Award	Subaward vs Vendor vs Sponsored Project Determinations	Basic/Overview	Concurrent	Kristy Macdonald, Assistant Director, Arizona State University	Susan Wyatt Sedwick, PhD, CRA, CSM; Senior Consulting Specialist; Attain	This session will explore the classifications of a Subrecipient, Contractor and Sponsored Project. The following learning objectives will be covered during this session: • 2 CFR 200 definitions of a Subrecipient and Contractor • ASU's definition of a Sponsored Project • Operating in the "gray" in terms of making appropriate determinations • Potential consequences for inaccurate determinations • The importance of partnering with your Purchasing/Procurement Office

Seattle Ballroom 2	PUI/Dept	Can we buy this? Navigating cost allowability	Intermediate	Concurrent	Jennifer Lawrence, MBA Business and Finance Manager, School of Mind, Brain & Behavior | Department of Neuroscience The University of Arizona	Shannon Chi Sponsored Programs Accounting and Reporting Manager University of the Pacific	Many factors are in play when determining allowability of costs. Cost principles, terms and conditions and the obscure “reasonableness” test all contribute to the decision of whether costs are allowable or unallowable. We will discuss these factors and also touch on methods for consistently allocating costs across projects. We will provide insights into using routine reporting and data to navigate crucial conversations with PIs. We will share best practices, resources, tools and techniques to help you develop a standard approach to allowability determinations.
Belltown	Preaward	Just In Time Process	Basic/Overview	Concurrent	Tim Mhyre, Manager, Office of Sponsored Programs, University of Washington	Natalie Buys, Grants and Contracts Manager, University of Colorado, Denver-Anschutz Medical Campus;	“Just in Time” (JIT) is the pre-award process that occurs between peer review and a final funding decision. Using the NIH and its eRA Commons portal as an example, we will discuss the various types of information and documentation requested and how these are submitted. We will also touch upon pre-award requests from other federal sponsors (e.g., Department of Energy, Department of Defense agencies). Finally, we will end with a discussion on federal agencies’ recent focus on foreign support of sponsored programs. Learning Objectives: 1) understanding JIT documentation and the JIT process; 2) developing strategies to ensure documentation, including compliance, is up-to-date; 3) understanding and complying with federal policies on foreign interests in sponsored programs.
Capitol Hill	Update	An Introduction to the Patient-Centered Outcomes Research Institute (PCORI): Tips and tricks when applying for funding and managing an award.	Basic/Overview	Concurrent	Jim Hulbert, MS Associate Director, Financial Compliance, Patient-Centered Outcomes Research Institute (PCORI)		During this session, the presenter will address the following topics: • PCORI's mission, enabling legislation, and status of re-authorization • Updates on award funding to date and data relevant to research administrators and the PIs they support • Overview of funding opportunities and the application process • Requirements for, and suggestions on, engaging patients in research projects • The merit review process and how to develop a competitive application • Common financial compliance pitfalls and ways to prevent them based on recent PCORI commissioned awardee audits
Pioneer	Compliance	Surviving an OIG Audit	Basic/Overview to Intermediate	Discussion	Judy Fredenberg, Assistant Vice President for Research and Federal Relations, University of Montana		Audits are routine in the profession of research administration, and some go better than others. This discussion group will provide an opportunity for participants to discuss strategies to mitigate audit risk and share lessons learned from audits that were bumpier than anticipated. Come prepared to join the conversation and share your tales and tips.

Seattle Ballroom 3	Post Award	Mastering Closeouts from End to End: A View Through the Lens of Department and Central Administrators	Basic/Overview	Concurrent	David Scarbeary-Simmons, MS, MPA, CGA Support Team Manager, UCSF	Helen "HP" Powell, MS Manager of Radiology Grants Administration University of Washington	Departments and central offices **must** work together to ensure that closeouts are submitted in a timely and thorough manner. This highly collaborative relationship can only be successful if both entities have a clear understanding of their roles and responsibilities. In this session, participants will hear how to plan and execute timely closeouts at both the department and central levels. Participants will be encouraged to share their institutional best practices with others and will learn of UCSF's innovative approach to addressing its own closeout challenges. • Participants will develop a better understanding of the roles and responsibilities for department and central offices during closeout review. • Best practices will be shared to ensure smooth, timely closeouts for all award types. • Participants will share experiences with attendees to seek guidance and gain perspective on how to address unique institutional challenges.
Break 9:30am - 9:45am							
Sessions 9:45am - 10:45am							
Room	Track	Title	Level	Session Type	Lead Presenter	Co-Presenter(s)	Description
Seattle Ballroom 3	Contracting	Incoming Federal Subcontracts from Industry: The Complexities Explored for Navigating Federal Flow-through Industry Contract Terms	Intermediate	Concurrent	Kevin Stewart, Associate Director, Industry Contracts, University of California, Santa Barbara	Ashley Stahle, Assistant Director of Sponsored Programs, Director of Post-Award, Colorado State University	Navigating the breadth of issues and concerns in an agreement for Federally-funded research where industry is the prime contractor and the university is the subcontractor can be quite complex. For some contractual topics, such as for intellectual property terms, the provisions incorporated in the university subcontract are for the most part dictated by the company's own Federal prime award terms. For other topics, such as for termination, publication, and export control compliance terms, it can be highly challenging to find common ground to address the concerns and constraints for the university as well as those of both the Federal Government AND the industry prime contractor. Additionally, companies which apply their standard purchase order terms and conditions to a university subcontract can be the most formidable set of terms of all to navigate. This session will explore and discuss the unique challenges in reviewing, negotiating and coming to agreement on the terms of Federal flow-through subcontracts from industry. Attendees are encouraged to share their own strategies and approaches for successfully coming to agreement on terms.
Seattle Ballroom 1	Human Capital	Keep your cool: Tips on Burnout Prevention and Retention	Intermediate	Discussion	Cynthia H Sanchez, Stanford University		Highly interactive, we will discuss tips and tricks to minimize burnout, through a brief presentation, small group work, and facilitated discussion. Come prepared to laugh, learn, and participate!

Seattle Ballroom 2	Preaward	Navigating Federal Agency Systems: Tips and Tricks	Intermediate	Discussion	Jim Kresl, Assistant Vice Provost - Office of Research Information Services (ORIS), University of Washington	Adelia Yee, Central Operationsl Manager - Office of Sponsored Programs, University of Washington Mandy Oh, Sr. Customer Experience Analyst - Office of Research Information Services (ORIS), University of Washington	Many Federal Agencies are continually creating new and different systems in attempts to streamline their processes. Depending on your local institution's model of roles and approvers, you may make differing choices about which new systems to use, (or not.) In this open discussion, we'll share how our institution mapped out our path for helping researchers navigate which systems fit our processes. Please bring your own guidance you give to teams managing grants, especially during submission and award setup. LEARNING OBJECTIVES a. Understand scope of Federal Systems involved in grants management. b. Consider factors that determine choices between differing options for submission. c. Share and compile issues that could simplify interactions with Federal systems.
Belltown	Human Capital	Diversity and Inclusion: Driving positive cultural change in Research	Intermediate	Concurrent	Derick F. Jones, Program Manager, LaBioMed	Rashonda Harris, Emory University	An Intentionally inclusive environment is one that thrives and produces amazing outcomes. In an ever-evolving, globally competitive market, it is important to accept all people and respect everyone's differences. Faculty and research is so diverse and things are changing constantly. It is imperative that your sponsored programs office reflect these same differences. diversity and inclusion work together to create innovative and economically competitive organizations that are more likely to outperform their competitors. As the global economy grows, many organizations must abide by legal requirements for diversity in the workforce.
Pioneer	Compliance	Cybersecurity and Infrastructure Security	Intermediate	Concurrent	Barrett Adams-Simmons, Stakeholder Engagement Branch Chief Department of Homeland Security's Cybersecurity and Infrastructure Security Agency (CISA), Region 10		The CISA Stakeholder Engagement Branch works with critical infrastructure owners and operators and State, Local, Tribal and Territorial entities, to bring actionable resources and mitigation efforts – including soft target resilience – often in response to law enforcement and intelligence community reports, notifications and guidance. Please join Ms. Adam-Simmons for a discusson on the latest concerns in Cybersecurity and Infrastructure Security.

Break 10:45am - 11:00am

Sessions 11:00am - 12:00pm

Room	Track	Title	Level	Session Type	Lead Presenter	Co-Presenter(s)	Description
Pioneer	Contracting	Data Use Agreements & FDP DTUA Template Initiative	Intermediate	Concurrent	Angie Karchmer, JD, Industry Contracts Officer, Applied Innovation, University of California, Irvine	Grace Park, JD, Assistant Director, Sponsored Projects Administration, Office of Research, University of California, Irvine	Data use agreements are becoming more frequent and complex as the legal and regulatory framework evolves. In this course, data use agreements will be covered in general. We will provide an overview of the Federal Demonstration Partnership "Data Transfer and Use Agreement (DTUA) Template" pilot program, parameters for template usage, benefits and drawbacks to the program and incorporation of the program within existing DUA processes. We will also welcome discussion on best practices, including how DUA negotiators communicate and collaborate with other key stakeholders within their organizations (IRBs, compliance and privacy offices, data safety officers, etc.). Objectives: • Gain an understanding of key data use agreement provisions • Learn about the FDP DTUA template pilot program • Discuss implementation of the pilot program and best practices for DUAs

Seattle Ballroom 1	PUI/Dept	Ways to Bridge The Central Office and The Departmental Offices for Efficiency, Collaboration and Communication: Making Everyone's Job Easier	Intermediate	Discussion	Mr. Kelly C. Rastello Grant Officer University of Colorado, Boulder	Melissa Dunivant Proposal Analyst University of Colorado, Boulder	Ways that the central office can better assist their colleagues in campus departments, with examples of training and outreach at CU Boulder that helped to bridge the gap. Questions include: What are the biggest frustrations for the department regarding the central office? What can the central office do to assist the departments in managing sponsored projects? What are some challenges the central office may not be aware of, that the departments deal with daily? Does the central office provide enough training on systems and processes? Our group discussion will address these questions and talk about solutions to better your institutions.
Seattle Ballroom 3	Preaward	Knocking out that Non-Federal Proposal – Best Practices for Industry and Foundation Submissions	Basic/Overview	Concurrent	Theresa Caban, Manager Clinical Trials and Industry Projects, Lundquist Institute for Biomedical Innovation at Harbor-UCLA	Exie Marie Leagons, Sr. Contract & Grant Administration, Kaiser Permanente Southern California Kenia Aviles, Specialist, Kaiser Permanente Southern California	This session will concentrate on areas of concern in the development of non-federal proposals, paying specific attention to Clinical and Industry projects. We will analyze and describe areas of difference and provide best practices for smooth submissions and negotiations. Learning Objectives: Participants will gain an understanding of 1) the difference between a clinical study and a clinical trial; 2) an initiation into budget and contract negotiation tips; 3) and the importance of having a good relationship with your industry sponsors and Clinical Research Organizations (CROs).
Seattle Ballroom 2	Contracting	Subawards & Sasquatch: did you catch the hairy details?	Intermediate	Concurrent	Ariana Evensen, Grant & Contract Specialist, Washington State University	Ben Howard, WSU Grant & Contract Specialist and Kim Small, WSU Manager Sponsored Programs	Managing subawards at different stages can get hairy quickly, especially when multiple departments or individuals are involved! What is planned for at proposal stage, how subawards get written, and how effectively we monitor subawards affects our institution's ability to be responsible stewards of sponsored projects. This session discusses how managing subawards at different stages affects everyone involved and offers tips to better monitor subaward processes in a wholesome, all-inclusive manner. Join us in our trek in hunting down the proper subawarding tools together, so we can ensure that subaward details can be seen to the naked eye! Learning objectives • Review general subaward processes • Analyze decentralized system relationships • A look into commonly missed subaward user errors • Tips & Tricks • Plans for Improvement
Belltown	Update	NIH Update	Basic/Overview	Concurrent	Panel Discussion with NIH Staff Members, Webinar, National Institutes of Health		What's new at NIH? Via a panel discussion, NIH staff will discuss new or upcoming revisions in policy and programs, as well as other topics of interest
Meeting Adjourns at Noon							