

GRAND

Global Research Administrator Network and Development (GRAND) Forum



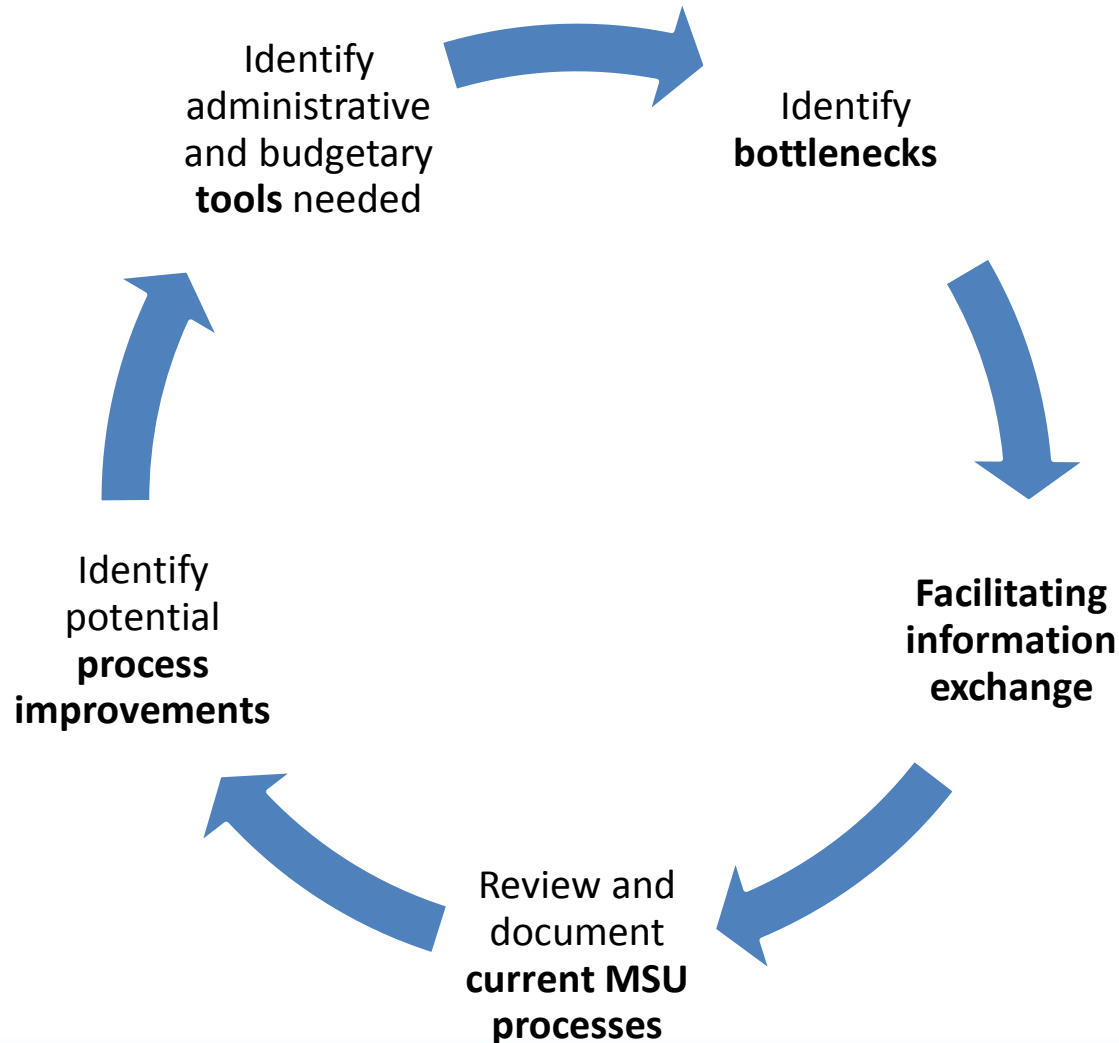
Twila Fisher Reighley, Asst. Vice President for Research and Graduate Studies
Sponsored Programs Administration

December 8, 2016

GRAND Forum Agenda

- Welcome and background
- Travelers Database overview and demonstration
- Payroll
- International Webpage/Fly America Tool
- Question & Answers (panel)
 - Turn in notecards – pass to the end of the aisle
- Networking (and light refreshments)

International Sponsored Awards Workgroup (ISAW) Charge*



ISAW Phase 1 Fiscal Year 2015-16

In-person
information
gathering sessions

SPA/OSP/CGA

Administrators with USAID funding

Consulted Research Deans on process



In-person
discussions,
analysis, and
development

ISAW

SPA/OSP/CGA subgroup of ISAW



Designed,
implemented, and
analyzed **interviews**
and **survey**

Faculty

Administrators that work with international activity



Improve

Processes

Resources

Info exchange



Timeline



Goal reached: obtained recommendations and outcomes by June 30, 2016

Communicated with and shared report, resources and tools with impacted groups

Phase II for FY 2016-17 to complete recommendations

Findings

Faculty and research administrators were generally satisfied with support from central administration.

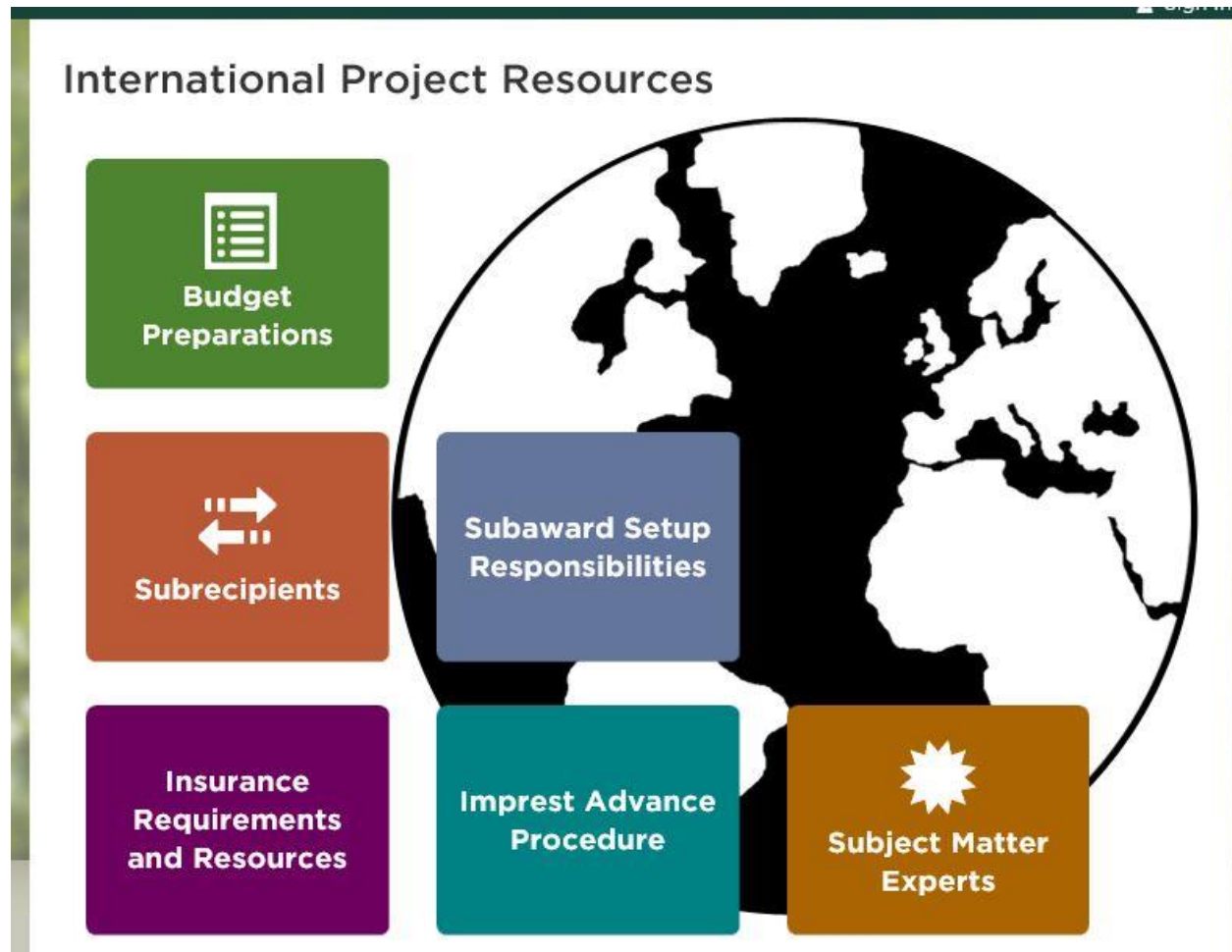


Five themes emerged:

- **Subrecipient** administration challenges including:
 - In-country contractor constraints – the need to engage in capacity building with partners
- **Increase knowledge** of international administrative best practices; offer more training and education for on-campus administrators.
- Project implementation challenges - need to reconcile **practical** necessities for projects with **compliance** with the regulation requirements.
- Build **consistency** into the existing processes and procedures
- Create a dedicated **on-campus source** for international support

Outcomes

- <https://cga.msu.edu/PL/Portal/DocumentViewer.aspx?cga=aQBkAD0ANAAyADEA>



International Sponsored Awards Workgroup (ISAW)

Phase 1,
FY 2015-16

- Charge/Background
- Process/Timeline
- Findings
- Outcomes
- Recommendations

Phase 2,
FY 2015-16

- Act on Recommendations

Selected Recommendations for Phase 2

Offer ongoing forum for international administrators

Create shared **templates** and other tools to help standardize and streamline operations.

Offer **more training** on subaward requirements for on-campus administrators and in-country subcontractors.

Further explore how to best **decrease** the amount of **time** it takes to write and negotiate a subaward. Create more standardized subaward templates.

Create informational **videos** about: 1) common administrative challenges in working internationally; 2) resources at MSU; and 3) key sponsors' administrative requirements.

For new PI's/departmental administrators or for large projects, conduct "problem-solving" meetings upfront and hold regular **administrative meetings**.

International Sponsored Awards Workgroup (ISAW)

Representing Colleges & Departments:

- Leigh Baker
- DeAndra Beck
- Karin Dillon*
- Cynthia Donovan
- Scott Frump**
- Linda Gallagher
- Bill Humphrey
- Lynn Mande
- Robert Montgomery
- Kathleen Mills
- Lynn Paine
- Christine Caster
- Jon Wakeman
- Mary Anne Walker*
- Mary Weinzweig

Representing SPA, OSP, CGA:

- Diane Cox*
- Pat Hampton*
- Julia Miskiewicz*
- Evonne Pedawi*
- Twila Reighley*
- Ashley Russell*, **
- Kristine Smith*
- Vicki Spencer
- Katie Winkler*

*denotes subgroup

**Added in Phase 2

Representing Other Central Units:

- Nathan Stuart
- Lori Hudson



- **Travelers Database overview and demonstration**
Dr. Elizabeth Alexander, Senior Advisor to Provost and Executive Vice President
E.J. Dyksen, Information Technologist
Renee Shepherd, Project Manager
- **Payroll**
Sheila Wamhoff, Manager, Controller
- **International Webpage/Fly America Tool**
Julia Miskiewicz, Senior Agreement Administrator, Office of Sponsored Programs
Kristy Smith, Manager, Contract and Grant Administration

Q&A Panelists:

Julia Miskiewicz, Senior Agreement Administrator

Office of Sponsored Programs

Kristy Smith, Manager

Contract and Grant Administration

Mitch Meyle, Research Administrator

Food Science and Human Nutrition

Erin West, Project Event Coordinator

Public Utilities Institute

(Formerly- Research Administrator, Animal Science)



Please complete the Survey and then
join us for networking

Thanks for participating in today's
session!

