Sponsored Projects Curriculum Redesign

• Joint initiative of Training Services, SPA, and SFR
• GOAL: Create a comprehensive training curriculum targeted for departmental pre-award and post-award research administrators ("DRA") which allows for:
  – Certification as either a Pre-Award or a Post-Award Research Administrator, or both
  – Ability to obtain topic-specific training for those not desiring certification
Features of the Program

Core Courses
Critical information needed on specific requirements, policies, procedures, or compliance considerations, regardless of sponsor or type of project

Example: Cost-sharing

Elective Courses
Enhance knowledge of the DRA role, or cover topics specific to a given sponsor or type of project.

Example: Clinical Trials
Features of the Program (cont’d)

• Courses will be built in a modular fashion, based on priority need & resources
• Content will be chunked as it makes sense
• Courses will be offered on a regular schedule throughout the year
• Length of courses will vary depending on need
• Courses will be delivered via a variety of mechanisms
  – On-line, in-person, webcast, and maybe a combination
• Trainers will include staff from Training Services, SPA, SFR, and … we hope, departmental experts
Certification Paths (proposed)

- Pre-Award, Post-Award, or Both
- Obtain certification via attendance at:
  - Certain mandatory core courses (some cross-over between the two roles)
  - Selection among other core courses
  - Expanded via elective courses

Example: Attend mandatory courses 1, 2, and 10, plus at least 4 of remaining 6 core courses
Next Step: Review Course Catalog
http://www.ospa.umn.edu/GMUN/documents/SPARedesignCourseCatalogforCAandGMUN24Sep09.pdf

List of core and elective courses
Brief descriptions of content of each course

4. Proposal Assembly and Submission
   This course teaches Pre-Award DRAs about assembling and submitting proposals for sponsored projects. Users will also learn about:
   - Interpreting sponsor guidelines (separate class also offered)
   - Common Proposal elements
   - EGMS & PRF
   - Cost sharing approvals
   - SPA deadlines
   - Monitoring the proposal in the financial system
   - F&A (indirect cost) reduction request form and approvals
   - Identifying program income
   - SPA review of a proposal which includes export control, certifications, etc.
Send Us Feedback!

• Do you agree with
  – what is core and what is elective?
  – What is pre-award and what is post-award?
  – What is a mandatory core course (highlighted in gray)
  – With the content and “chunking” in the descriptions?

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