SP01 Sponsored Project Overview - This online course provides a basic overview of sponsored projects at the University of Minnesota. The primary audience of this course is employees who serve in the role of the pre-award or post-award departmental research administrators. Employees in these roles are responsible for supporting sponsored projects during the pre-award or post-award phases.

SP02 Research Compliance - This online course is intended for departmental accountants, department administrators, principal investigators, and grant administrators. Participants will learn to recognize the types of sponsored project changes and how to appropriately communicate requests for project changes.

SP04 Proposal Assembly and Submission - This online course provides University employees with a basic overview of how to properly assemble and submit a sponsored project proposal package to Sponsored Projects Administration (SPA).

SP05 Cost Share Fundamentals - This online course covers the definitions and types of cost sharing, why it is important to the University of Minnesota, and how to handle, document, and report it throughout the different phases of a sponsored project. This course is a prerequisite for more in-depth classroom instruction and activities on cost sharing.

SP13 Sponsored Project Changes - This online course is intended for departmental accountants, department administrators, principal investigators, and grant administrators. Participants will learn to recognize the types of sponsored project changes and how to appropriately communicate requests for project changes.

SP14 Effort Reporting and Management for Research Administrators - This online introductory course covers a number of essential components of effort reporting and management, including: effort and cost sharing, effort commitments, including effort in proposals and the University's effort certification process.

SP16 Sponsored Project Close out - This online course provides the post-award departmental research administrator (DRA) with an in-depth look at the closeout phase of a sponsored project. Upon completion of this course, participants will be able to perform common closeout-related administrative and financial tasks according to your role in the process, access and interpret the Sponsored Award Overview report to identify items requiring attention and resolve any issues brought to light by the Sponsored Award Overview report.

SP19 Sponsored Invoice and Reporting - This online course focuses on critical department actions, best practices, and coordination with Sponsored Financial Reporting (SFR) to support timely and accurate invoicing of and reporting to award sponsors. It is intended for departmental research administrators (DRAs), departmental accountants, and principal investigators (PIs) and is based on a general knowledge of sponsored projects, research compliance, and the Chart of Accounts.

SP24 External Support Types – This online course provides a quick overview of the three fund buckets: gifts, sponsored projects, and external sales along with the criteria used to classify an activity into one of these buckets. The course is a prerequisite for classroom instruction and activities on the same topic.