Teams Sea, Sun and Space support identified colleges and units for full project lifecycle, proposal through closeout.

**Team Sea OSRAA Support:**
College of Earth Ocean and Atmospheric Sciences
College of Health
College of Pharmacy
College of Veterinary Medicine
OSU Administrative Units
OSU Cascades Campus
OSU Extension
Research Office Centers & Institutes

Proposals: Lisa Hall
Award Contracting: Cindy Tait-Withrow
Award Set Up: Sheri Elliott/Brenda Brumbaugh
Grant Accounting: Rhonda Holcomb/James Park
Grant Invoking: Jessica Jiang
Other Post Award: Jessica Dickason

**Team Sun OSRAA Support:**
College of Agricultural Sciences
College of Forestry

Proposals: Julie Meier
Award Contracting: Vacant
Award Set Up: Jen Hayden
Grant Accounting: Autumn Helleni/Meghan Tompkins
Grant Invoking: Jessica Jiang
Other Post Award: Gregory Adams

**Team Space OSRAA Support:**
College of Business
College of Education
College of Engineering
College of Liberal Arts
College of Science
OSU Auxiliary Units

Proposals: Kathy Garrett
Award Contracting: Dawn Wagner
Award Set Up: Stacey De La Rosa Ortiz
Grant Accounting: Jeff Zoeller/Heidi Hammond
Grant Invoking: James Park
Other Post Award: Vacant
### Proposals
- Cayuse SP and 424 proposal system management
- Proposal budget and rebudget approval
- Proposal approval and submission
- Sponsor requests between proposal submission and award issuance (e.g., JIT)

### Award Contracting
- Incoming grant and contract award negotiation and acceptance
- Award amendment negotiation and acceptance
- Federal testing/service agreements
- Non-Funded agreement (e.g., NDA, MOU, Teaming) negotiation and execution
- Pending index review

### Industry Contracting
- Incoming directly funded industry agreements *(excluding freebook testing/service and flow through federal other than noted below)*
- Incoming subcontracts from industry prime contractors flowing DoD, NSA, NASA, and other security industry funding to OSU
- Industry flow-through agreements focusing on commercialization
- SBIR/STTR industry subcontracts
- Non-Funded agreement (e.g., NDA, MOU, Teaming) negotiation with industry partners

### Award Set Up
- Establishment of grant record and indexes in Banner
- Set up of associated cost share indexes
- Set up of associated program income indexes
- RCRV, OOI and large project financial coordination

### Financial Management
- Fiscal compliance
- Sponsor financial reporting
- Sponsor billing, including letter of credit draws
- Expense and transaction analysis
- Closeout of awards
- Sponsor non-financial reports – equipment, patent, small business
- Cash position reconciliations and cashiering
- Accounts Receivable
- External audit coordination

### Award Management
- General award management inquiries
- Prior approvals for project changes – rebudgeting, no-cost extension, PI change or effort reduction, foreign travel, equipment, other allowability questions
- Sponsored project fellowship appointment approvals
- Effort reporting (PAR forms)
- Responsible Conduct of Research (RCR) compliance
- PI technical report submission assistance

---

### Subawards
- Issuance and negotiation of outgoing subawards and amendments
- Prior approvals for subaward changes – rebudgeting, no-cost extension, subaward PI change or effort reduction, other subaward allowability questions
- Subaward set up in OSU financial and other systems
- Subaward invoice review and processing
- Subaward closeout
- Subrecipient monitoring

### Research Admin Policy & Training
- Research Administration policy management
- Research Administration training program
- OSRAA Outreach and Education listserv & meetings
- NCURA & external training coordination
- Website content & resources

### Research Admin Data & Systems
- System integrations
- OSU system access
- Data analysis
- Statistics, metrics, and reporting
- NSF HERD survey submission
- Dashboards
- Website maintenance