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

**Proposal Analysts:**
Kathy Garrett
Darleen Root

**Proposal Analysts:**
Lisa Hall
Julie Meier

**Managing Proposal Analysts:**
Vacant

**Senior Grant and Contract Officers:**
Cindy Tait-Withrow
Dawn Wagner
Vacant

**Lead Proposal Analysts:**
Vacant

**Award Contracting:**
Vickie Watkins

**Grant and Contract Officers:**
Michelle Warf
Mindi Woods
Specialized Grant and Contract Officer
John Haugaard

**Lead Set Up Coordinator:**
Jen Hayden

**Set Up Coordinators:**
Brenda Brumbaugh
Stacey De La Rosa Ortiz
Sheri Elliott

**RCRV Fiscal Coordinator:**
Sara Traeger

**Grant Accountants:**
Autumn Helenihi
Rhonda Holcomb
Meghan Tompkins
Jeff Zoellner

**Grant Financial Analysts:**
Heidi Hammond
James Park

**Research Program Operations Officer:**
Kim Calvery

**Award Management Fiscal Coordinator:**
Kim Phipps

**Managing Grants/Contracts Coordinator:**
Sarah Child

**Research Admin Quality Assurance/Research Fiscal Officer:**
Sandy Cobb

**Sponsored Programs Billing Admin:**
Jessica Jiang
Piper O’Hara

**Sponsored Programs Billing Specialists:**
Linn Bright
Vacant

**Temp Grants/Contracts Coordinator:**
JoAnne Scheler

**Grant and Contract Administrators:**
Gregory Adams
Jessica Dickason
Vacant (2)

**Research Fiscal Coordinators:**
Jane Huang
Rachel Polansky

**Subaward Contract and Compliance Officer:**
Amanda Brown
Mary Thoen

**Subaward Contract and Compliance Manager:**
Kim Smith

**OSRAA Support:**
Benita Bazemore-Cook

**Research Admin Training Coordinator:**
Kacey Parks

**Temp Admin Program Assistant:**
Shelane Stromme

**Senior Business Systems Analyst:**
Mark Bierly

**Grant and Contract Admin/Business Systems Analyst:**
Jessica Thurner-Byers

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

**Proposal Analysts:**
Jane Thoen

**Proposals:**
Vacant

**Award Contracting:**
Julie Meier

**Award Set Up:**
Jen Hayden

**Grant Accounting:**
Autumn Helenihi/Meghan Tompkins

**Sponsor Invoicing:**
Gregory Adams

**Other Post Award:**
Vacant

**Research Admin Quality Assurance/Research Fiscal Officer:**
Sandy Cobb

**Sponsored Programs Billing Admin:**
Jessica Jiang
Piper O’Hara

**Sponsored Programs Billing Specialists:**
Linn Bright
Vacant

**Temp Grants/Contracts Coordinator:**
JoAnne Scheler

**Grant and Contract Administrators:**
Gregory Adams
Jessica Dickason
Vacant (2)

**Research Fiscal Coordinators:**
Jane Huang
Rachel Polansky

**Subaward Contract and Compliance Officer:**
Amanda Brown
Mary Thoen

**Subaward Contract and Compliance Manager:**
Kim Smith

**OSRAA Support:**
Benita Bazemore-Cook

**Research Admin Training Coordinator:**
Kacey Parks

**Temp Admin Program Assistant:**
Shelane Stromme

**Senior Business Systems Analyst:**
Mark Bierly

**Grant and Contract Admin/Business Systems Analyst:**
Jessica Thurner-Byers

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

**Proposal Analysts:**
Kathy Barrett
Shelane Stromme

**Proposals:**
Vacant

**Award Contracting:**
Dawn Wagner

**Award Set Up:**
Stacey De La Rosa Ortiz

**Grant Accounting:**
Jeff Zoellner/Heidi Hammond

**Sponsor Invoicing:**
James Park

**Other Post Award:**
Vacant

**Research Admin Quality Assurance/Research Fiscal Officer:**
Sandy Cobb

**Sponsored Programs Billing Admin:**
Jessica Jiang
Piper O’Hara

**Sponsored Programs Billing Specialists:**
Linn Bright
Vacant

**Temp Grants/Contracts Coordinator:**
JoAnne Scheler

**Grant and Contract Administrators:**
Gregory Adams
Jessica Dickason
Vacant (2)

**Research Fiscal Coordinators:**
Jane Huang
Rachel Polansky

**Subaward Contract and Compliance Officer:**
Amanda Brown
Mary Thoen

**Subaward Contract and Compliance Manager:**
Kim Smith

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**Research Admin Training Coordinator:**
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Shelane Stromme

**Senior Business Systems Analyst:**
Mark Bierly

**Grant and Contract Admin/Business Systems Analyst:**
Jessica Thurner-Byers

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11.1.23
### 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 feeback 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
- System access
- Data analysis
- Statistics, metrics, and reporting
- NSF HERD survey submission
- Dashboards
- Website maintenance

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11.1.23