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THE RESEARCH QUARTERLY

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What's News: *National Science Foundation Day*

Hold the Date! The Office of The Vice President for Research is pleased to announce National Science Foundation Day, Thursday, October 9, 2008. The one day workshop is primarily designed for researchers and educators less experienced in proposing to the NSF; however, more experience proposers and NSF Grantees may well find the workshop useful and informative.

The workshop will provide an overview of the Foundation, its

mission, priorities and budget. It will cover the NSF proposal and merit review process and NSF programs that cut across disciplines. Additionally, representatives from the seven (7) NSF directorates and the Office of International Science and Engineering will make presentations on their programs and will also be available informally and in breakout sessions for discussions of potential research proposals.

The workshop will be held at the

Shelby Center. There is a \$25.00 registration fee payable the day of the workshop; however, the OVPR will pay the registration fee for all registered UAHuntsville attendees. Preregistration is required not later than October 2, 2008. The registration form and agenda are located on the OSP Website: <http://www.uah.edu/research/resadmin/index.html>. For additional information, please contact George Wilson , NSF (703) 292-7733 or gwilson@nsf.gov.

EFFORT REPORTING AND CERTIFICATION

Effort commitments are binding obligations. Sponsors receive information on committed effort in different ways:

- Proposals
- Progress Reports
- Effort Reports
- Financial Reports

Sponsors expectations are based

on the proposal and other University communications.

It is the University's responsibility to ensure sponsors that systems are in place to monitor proposed vs. actual effort.

Proposed effort is binding.

Changes to proposed effort will follow the sponsor's rules.

Payroll records are the basis for effort reporting.

Charge salaries to the right project the first time—waiting till after-the-fact to charge effort makes it seem like you're waiting to see what the project can afford (\$) instead of recording a true estimate of effort.

For additional information about effort reporting and effort certification, please contact Heather Holden at 2037 or email:

Heather.Holden@uah.edu

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The Office of Sponsored Programs (OSP) mission is to support three distinct groups: 1) UAHuntsville research faculty and staff; 2) UAHuntsville administration; and 3) Our funding sponsors.

OSP strives to maintain balance among these groups by reviewing proposals to external funding agency, proper fiscal management of funds received, and oversight of compliance matters related to external agencies and the federal government.

OSP's role is to support the faculty, staff, and administration of UAHuntsville; in effectively seeking, obtaining, and managing their research and scholarly activities to enhance their educational role.

Thrust Areas

Effective October 1, 2008, UAHuntsville OSP will revise the Thrust Areas used to identify R&D expenditures. The current Thrust Areas will be expanded to be more in line with areas of R&D expenditures reported NSF's annual Academic Research Development Expenditures Survey.

PIs will be provided a list of all awards received in FY08 and asked to identify the appropriate Thrust Area as per the revised list located on pages 2 and 3 of this issue of the Quarterly. Please direct any questions you may have to Gloria Greene, 2657 or email: greeneg@uah.edu.

Data Uses (Thrust Area)

Congress has directed NSF to provide "a central clearing-house for the collection, interpretation, and analysis of data on scientific and engineering resources and to provide a source of information for policy formulation by other agencies of the Federal Government.

Congress and Federal and State Government planners use the data for science policy analysis, national and international studies, legislative hearing reports, budget formulation sessions, and other measurements of adequacy of the Nation's research base. Academic institutions use the information for policy analysis, publicity, and other purposes.

THRUST AREAS: Effective October 1, 2008 (FY09)

Code	Disciplines
ENGINEERING: 1400-1407	
1400	Aerospace, Aeronautical and Astronautical, Aerodynamics and Space Technology
1401	Biomedical, Medical, and Bioengineering
1402	Chemical and Petroleum
1403	Civil, Environmental, Structural, Environmental Health and Transportation
1404	Electrical, Computer, Electronics, and Communications, Power
1405	Mechanical
1406	Metallurgical & Materials
1407	Other
PHYSICAL SCIENCES: 1500-1504	
1500	Astronomy and Astrophysics
1501	Chemistry (excludes Biochemistry), Polymer Sciences
1503	Physics and Optics
1504	Other
ENVIRONMENTAL SCIENCES: 1600-1602	
1600	Atmospheric, Meteorology, Aeronomy, Solar, and Weather Modification
1601	Earth Sciences, Hydrology
1602	Oceanography
1603	Other
MATHEMATICAL SCIENCES: 1700	
1700	Mathematics, Operations Research, Applied Mathematics, Statistics, Foundation and Logics, Numerical Analysis, etc.
COMPUTER SCIENCES: 1800	
1800	Computer and Information Science and Support/Services, Management Information Systems, Design, Development and Application of Computer Capabilities, Data Storage and Manipulation, and Information Science
LIFE SCIENCES: 1900-1902	
1900	Agricultural
1901	Biology General, Biochemistry, Biophysics, Cell Biology and Anatomical Sciences, Anatomy, Microbiological Sciences and Immunology, Medical Microbiology and Bacteriology, Biometry/ Biometrics, Biostatistics, Biological and Biomedical Sciences, Zoology/Animal Biology, Ecology, Animal Physiology, Animal Genetics, Nutrition Sciences, Pharmacology
1902	Medical, Public Health, etc.
1903	Other, Communication Disorders, Health and Medical Administrative Services, Nursing, Clinical/ Medical Laboratory, Science and Allied Professions, Health Professions, Related Clinical Sciences, etc.

Data Uses (Thrust Area)

NSF's annual *Academic Research and Development Expenditures Survey* compiles detailed data in a comprehensive document, available on request. Institutional profiles show trend data for responses at the institutional level from all academic science and engineering (S&E) surveys.

Survey data are now available on the Web. To obtain the most recent survey publications and data tables, data files, institutional profiles, and access to WEBCASPAR, the web-based Computer-Aided Science Policy Analysis and Research database system, please go to: <http://www.nsf.gov/statistics/>

RESEARCH REPORTS

Various research reports are now available on the OSP Website: <http://www.uah.edu/research/resadmin/index.html>. To access these reports, click on the *Reports Link*.

A. Expenditure Report by Departments/Center: Fiscal Year Comparison (monthly)

B. Expenditure Report by PI Current Fiscal Year to date (quarterly)

C. Research Reports Database, provides proposals and awards from 1997 to date. The data can be sorted by PI, college, center, department and university.

Question/Comments should be directed to Gloria Greene, 2657 or greeneg@uah.edu

THRUST AREAS: Effective October 1, 2008 (FY09) *(continues)*

Code	Disciplines
PSYCHOLOGY: 2000	
2000	Psychology General, Clinical Psychology, Animal Behavior, Education, Experimental, Human Development and Personality, and Social
SOCIAL SCIENCES: 3000-3003	
3000	Economics, Business/Managerial Economics, Applied, Development, Econometrics, Labor, International, Public Finance and Fiscal Policy, Quantitative, and Resources
3001	Political Sciences, Public Administration, Public Policy Analysis, Social Services, International Relations and Affairs, Political Science and Government, and Others
3002	Sociology, Anthropology (Social and Cultural), Demography and Population Studies, Comparative and Historical, Complex Organizations, Cultural and Social Structures, Group Interactions, Social Problems, and Welfare Theory
3003	Other, Ethnic, Cultural and Gender Studies, Linguistics, Criminal Justices, History of Science, Socioeconomic Geography, City/Urban, Community and Regional Planning, etc.
NON-SCIENCE AND ENGINEERING FIELDS: 4000-4006	
4000	Education
4001	Law: Legal Studies
4002	Humanities: Foreign Languages, Literatures, and Linguistics, English, General Studies, Philosophy and Religious Studies, History (excludes History of Science)
4003	Visual and Performing Arts
4004	Business and Management, Marketing and Related Support Services
4005	Communications, Journalism, Library Science, Communications Technologies, and Support Services
4006	Others



Spotlight on Systems Management & Production Center (SMAP)

UAHuntsville's Systems Management and Production (SMAP) Center was created in 1987 as a division of the UAHuntsville Research Institute. In 2001, it was elevated to function as a separate research entity to provide technical management and engineering support to the Army Aviation & Missile Command, NASA's Marshall Space Flight Center, and a growing number of public and private sector organizations. The SMAP Center provides on-site expertise to its customer to address a variety of technological and engineering problems. Primary areas of interest include Engineering Management, Unmanned Systems Integration, Internet-based Work Flow Applications, Configuration Management, Local Area Network Research and Development, Collaborative Engineering Techniques, Visualization-based Design, Interactive Electronic Technical Manuals, Software Development, Foreign Military Sales, Logistical Analysis and Engineering Studies. For additional information, please contact Dr. Gary Maddux, Director. Phone: (256) 824-2679. Email: gary.maddux@us.army.mil Website: <http://smapcenter.uah.edu>

TOP TEN RESEARCHERS: FY 03-07

PRINCIPAL	CENTER/	TOTAL
Dr. Gary Maddux	SMAP Center	\$30,803,668
Dr. Sara Graves	ITSC	\$21,949,799
Mr. James Clark	SMAP Center	\$16,228,229
Dr. James Miller	ISED/Provost	\$11,504,041
Dr. Clark Hawk	PRC	\$11,089,967
Dr. Dick Rhoades	Research Institute	\$7,700,938
Dr. Bill Killingsworth	CMER	\$6,394,347
Dr. John Christy	ESSC	\$5,849,736
Dr. Greg Harris	CMER	\$5,424,339
Mr. Mark Zwiener	ARC	\$5,323,811

PRINCIPAL INVESTIGATOR	CENTER/ DEPARTMENT	TOTAL F&A EXPENDITURES
Dr. Gary Maddux	SMAP Center	\$5,374,386
Dr. Sara Graves	ITSC	\$5,298,365
Mr. James Clark	SMAP Center	\$3,319,563
Dr. Clark Hawk	PRC	\$1,573,099
Dr. John Christy	ESSC	\$1,371,620
Dr. Bill Killingsworth	CMER	\$1,354,520
Mr. Mark Zwiener	ARC	\$1,098,663
Dr. Roy Spencer	ESSC	\$956,784
Dr. Jim Snider	RSESC	\$917,411
Dr. Ed Meehan	LSB	\$887,471
Dr. Dick Rhoades	Research Institute	\$887,013

PROPOSALS/AWARDS PROCESSED TO-DATE (FY08)

QUARTER	PROPOSAL	VALUE	*AWARDS	VALUE
Oct-Dec 07	155	\$23,305,546	461	\$19,378,949
Jan-Mar 08	202	\$48,522,299	274	\$15,541,041
Apr-Jun 08	151	\$32,667,612	325	\$17,212,614

*Excluding Construction

Funding Opportunities

Community of Science

Looking for potential funding opportunities? Have you tried Community of Science (COS)? COS is the leading global resources for hard-to-find information critical to scientific research and other projects across all disciplines.

You can access COS from the OSP website, under the PROPOSAL TAB "Funding Sources"
<http://www.uah.edu/research/resadmin/index.html>

To learn more about COS, please contact Steve Parker at 2654 or parkerjs@uah.edu.

Weekly Funding Bulletin

The OSP Weekly Funding Bulletin, is an abstract of funding opportunities from various agencies such as NASA, DOE, DOD, NIH, NSF, Private Foundations, and State Agencies. It includes special topic announcements from the agencies, as well as the dates and times of OSP selected solicitation reviews. The bulletin is sent via email each week.

If you would like to receive the Funding Bulletin, please send an email to: ospweeklyfundingbulletin@uah.edu

DID YOU KNOW?

The AOR has a fiduciary responsibility to our sponsors and the university to ensure all cost proposed are *allowable, allocable and reasonable*, as stated in OMB Circular A21. The AOR signature certifies under oath, "that there is no false information included in the proposal budget.

Paul Coleman, OIG, NSF

UAHUNTSVILLE

The University of Alabama in Huntsville

Office of Sponsored Programs

301 Sparkman Dr., VBRH, Suite E15, Huntsville, AL 35899

•Phone: (256) 824-6000

•Fax: (256) 824-6677

<http://www.uah.edu/research/resadmin/index.htm>

Doing Business with UAHuntsville

The Office of Sponsored Programs (OSP) is your starting point for doing business with UAHuntsville research faculty, staff, and students. OSP will prepare/process the following:

- Teaming Agreement
- Non-Disclosure Agreement
- Equipment Use Agreement
- Proposal Preparation
- Review/negotiate/execute all contract documents
- Letters of Support/Intent
- Certifications and Representations
- Export Control

Contact Information

If you are working with faculty/staff/students in:

College of Science, Information Technology Science Center (ITSC),

Kenya Cole, Sr. Contract Administrator, (256) 824-2647, Email: colek@uah.edu

Systems Management & Production Center (SMAP), Center for Space Plasma & Aeronomic Research (CSPAR)
Propulsion Research Center (PRC)

Tempie Powell, Sr. Contract Administrator, (256) 824-2659, Email: powellt@uah.edu

Laboratory for Structure Biology (LSB), College of Engineering, Provost, Small Business Development Center (SBDC):

Glenda Barnett, Contract Administrator, (256) 824-2662, Email: Glenda.Barnett@uah.edu

Research Institute (RI), Aerophysics Research Center (ARC), Rotorcraft Systems Engineering & Simulation Center (RSESC), Center for Management and Economic Research (CMER), VP for Finance and Accounting

Consuela Duckworth, Contract Administrator, (256) 824-2650, Email: Consuela.Duckworth@uah.edu

VP Research, College of Business Administration (CBA), College of Nursing, College of Liberal Arts (COLA) and Center for Applied Optics (CAO):

Vacant, Contract Administrator, (256) 824-2649, Email:

Laboratory for Materials & Surface Sciences (LMaSS), Alabama Space Grant Consortium (ASGC), Earth Systems Science Center (ESSC), and Center for Modeling & Simulation (CMSA):

Kristen Tapscott, Contract Administrator, (256) 824-2658, Email: Kristen.Tapscott@uah.edu

For AMCOM EXPRESS, SETAC, and GSA Schedule:

Felecia Troupe, Associate Director, (256) 824-2660, Email: troupef@uah.edu

ALL OTHER INQUIRES/ASSISTANCE:

Gloria Greene, Director, (256) 824-2657, Email: greeneg@uah.edu

PROPOSAL PREPARATION

Cost estimating method used is based on percent of effort and is consistent with our current cost accounting standards.

All salaries are quoted based on actual.

UAHuntsville FY begins 1 Oct

Proposed Fringe Rate: 30%

Escalating factor: 5%

Negotiated *F&A Cost Rates effective: 10/1/04 – 9/30/08:

- On-campus Research: 46.5%
- On-campus Instructions: 48.0%
- On-campus Other Sponsored Activities: 40.0%
- **Off-campus Research: 27%
- Off-campus Instructions/Other Sponsored Activities: 26%

These rates are based on Modified Total Direct Costs (MTDC).

F&A is not charged to capital expenditures such as: equipment, fellowships, and scholarships.

Only the first \$25,000 of each sub-contract issued by UAHuntsville is subject to F&A.

**F&A: Facilities and Administrative Cost.*

***Off-campus Research rate will be 26% if > 50 miles from campus.*

PROPOSAL/AWARD INFORMATION

GSA Schedule:
GS-23F-0062P

CAGE Code: 9B944

DUNS#: 949687123

EIN: 63-0520830

CCR Registration: Aug 99

Cognizant Audit Agency:

Office of Naval Research
Atlanta Regional Office
100 Alabama Street, NW
Suite 4-R15
Atlanta, GA 30303-3104
POC: Douglas Heaton, ACO
(404) 562-1611
Email: heatond@onr.navy.mil
Antoinette Bigby, Grant Specialist
(404) 562-1614
Email: bigbya@onr.navy.mil

UAHuntsville is self insured

**ONLY INDIVIDUALS WITH
BOARD OF TRUSTEES
SIGNATURE AUTHORITY
CAN COMMIT THE
UNIVERSITY.**

WHAT YOU SHOULD KNOW

UAHuntsville is a state funded institution of higher education. We enjoy sovereign immunity pursuant to Section 14, Article 1 of the Constitution of Alabama; and therefore, cannot enter into any agreement which requires the following:

- **Indemnification**
- **Governing by another state law**
- **Exclusive Agreements**
- **Claiming all intellectual property rights**
- **Payment of Program Management Facilitation Fee (PMFF)**

Alternate language to some terms and conditions will be suggested upon review of all documents, when applicable.

The University's mission is teaching and research and sponsored research must be consistent with this mission. Therefore, UAHuntsville will make every reasonable effort to fulfill the requirements of the contract or grant, the proposed set of deliverables, and the timeline contained in all proposals.



CONTRACTS AND GRANTS ACCOUNTING

THE need to know GAZETTE



Contracts and Grants Accounting Staff

C&G Acting Director, 2233
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Website:
www.uah.edu/admin/c-g/

Research Security

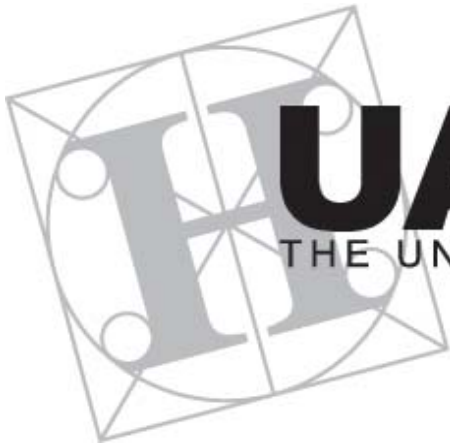
Denise Spiller, 6444
Director
Denise.Spiller@uah.edu

Delores Newton, 6048
Security Assistant
dm003@uah.edu

Website:
<http://resadmin.uah.edu/rsa/>

DEAR ABBY	ANSWER
Who should I contact to verify my departmental or Principal Investigator "PI" account balance?	You should contact the Accounting & Finance Department.
What do I need to do if I have a fixed price contract and at the end of the period of performance the residual amount less F&A is in excess of twenty (20%) percent of the original contract value?	The PI must submit a justification and a transfer approval request to the Director, Office of Sponsored Programs "OSP", prior to the residual funds being transferred to a PI account.
Where are the residual balances transferred on my fixed price contract?	The residual balance for your fixed price contract would be transferred to your PI 4% account or your residual account.
Where are the residual balances transferred on my loaded rate contract?	The residual balance for your loaded rate contract would be transferred to the departmental residual account unless the PI obtains approval from the departmental head to transfer the funds to his or her PI 4% account or residual account.
What does the NSF error message mean when entering a requisition?	The NSF error message is displayed when there are insufficient funds available in your operating budget or in any specific account code.
When should my cost share commitment be satisfied?	Your cost share commitment should be satisfied according to the terms of the contract.
When are Letter of Credit "LOC" charges drawn?	LOC charges are drawn on a monthly basis.
Why is the proposed F&A rate not calculating on any of the expenditures charged to my contract or grant?	F&A will not calculate if : 1. The account is set up on risk or 2. The account codes used are F&A exempt
How often should I monitor my cost share account?	You should monitor your cost share account at least quarterly.
Who do I contact to unencumber funds?	You should contact Purchasing.
How long do I have to clear an overrun on my account once I am notified?	The PI should provide contracts and grants accounting an organization "org" number to absorb the overrun within 45 days once he or she has been notified.
What is the purpose of the yellow letters that I receive?	The yellow letter is sent out to inform the PI that period of performance is approaching on the contract or grant. Typically this letter is sent out 60 days prior to the end date.
What is the purpose of the red letters that I receive?	The red letter is sent out to inform the PI that the contract or grant has ended.
How long do I have to clear encumbrances and charges past the period of performance once my contract or grant has ended?	The PI will have 45 days to clear any encumbrances or remove any charges past the period of performance once the contract or grant has ended.

To contact Dear Abby, please email cgaacct@uah.edu



UA Huntsville
THE UNIVERSITY OF ALABAMA IN HUNTSVILLE



SAVE THE DATE:

The Office of Sponsored Program
ANNUAL HALLOWEEN PARTY

FRIDAY: OCTOBER 31, 2008

1:30PM—VBRH E8

HAPPY HALLOWEEN



COME JOIN US - FOOD AND FUN COMPLIMENTS OF OSP!