

Office of Research and Sponsored Programs

**GRANT Forum
Grant Research Administrators' Network
Team**

April 19, 2023

OFFICE OF RESEARCH AND SPONSORED PROGRAMS



AGENDA

1. Sponsored Award Authorized Signature Policy
2. Kualo Updates
3. Reminder: Kualo Disclosures
4. Summer Grant Forums??

1. Sponsored Award Authorized Signature Policy

Required by UMass Internal Control Plan

Unit/Department level standing authorized signatories

- Authority is role based, not person based
 - May designate specific types of transactions
 - Automatically transfers to new role/title holder
- Department Head is responsible for updating at least annually

Project specific additional signatories (optional)

- Cannot be used to remove signatories

Graduate assistant payroll authority to Graduate Studies

Replaces these old forms:

- Request for New Project/Grant
- Authorized Signature Form

Bottom Line:

The Principal Investigator is responsible for justifying the appropriateness of direct costs budgeted and charged on sponsored projects in accordance with overall government regulations, sponsoring agency guidelines, conditions made as a part of an individual award, and UMB policies and guidelines.

**University of Massachusetts Boston
ORSP Signature Authorization Form
Fiscal Year 2023**



Unit ID:	B9XXXXXXXX	Unit Description:	XXXXXXXXXXXXXXXXXXXX	Dean/VC:	Last Name, First Name
Dept ID:	BXXXXYY000	Dept Description:	XXXXXXXXXXXXXXXXXXXX	Department Head:	Last Name, First Name

The following individuals are authorized to sign the transactions specified on this form for all department sponsored awards. Sponsored awards are all funding sources falling under the purview of the Office of Research & Sponsored Programs. Internal funding sources within the University are subject to the Administration & Finance Signature Authorization process.

Role	Title	Name of Authorized Signer	Signature of Authorized Signer	Transactions Authorized	Note
Dean's Office	All	All	All	ALL	Dean's Office signatories are also authorized signatories for all departments within the Unit.
Department Chair					
Grant Administrator					
Business Manager					
Graduate Studies	Director of Financial Management for Research & Grad Studies	Paul Mullane		HRP	Graduate Student payroll only (as per UMB policy)
Graduate Studies	Assistant Director of Financial Management for Research & Grad Studies	Simon Haile		HRP	Graduate Student payroll only (as per UMB policy)

* Should an authorized signatory change due to personnel changes, the new Title holder will be accepted as the authorized signatory until such time as this form is updated. It is the Department Head's responsibility to ensure this form is updated in a timely manner.

Signatures authorizing a department's legal obligations, contracts, payments, payroll and other fiscal transactions shall be interpreted as certification that the document upon which the signature appears, and any attachments, are accurate and complete and comply with all applicable general and special laws and regulations, including sponsor requirements.

*TA = Transactions Authorized

Legend of Transactions Authorized

ALL - All Transactions

EXP - Non-Payroll Expenditure Documents

Department Head Signature

Date

PROP - Proposal Approvers

RTF - RTF Authorization

Dean or Vice Chancellor Signature

Date

BUD - Budget Submissions

ECC - Effort Certification

Print Dean or Vice Chancellor Name

Date

HRP - HR & Payroll Documents

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2. Kualo Updates – Improvements

Kualo Proposal Development (PD)

- Incomplete Attachment Status
 - Able to submit proposals into workflow routing with incomplete attachment status where allowable per our staggered deadline policy
 - Allows for easier management of incomplete attachments
 - Change going into effect today
 - Status must be set to Complete for all attachments prior to ORSP final approval
 - Kualo Aggregator Guide has been updated and is available on the Kualo page of the ORSP website

2. Kualo Updates - Looking Ahead

Kualo Build – Automated Forms with Workflow and Approval Routing

- Custom forms and workflow automation
- Integrates with Kualo PD
- UMB is kicking off this implementation



Kualo Modernization Project

- Upgrade to Kualo Research, COI, and Protocols
- Modernized code base
- Kualo is expected to roll this out in 2024
- S2S for UMB will be implemented on the modernized platform



2. Kualo Updates – Current State

Kualo Proposal Development (PD)

- Kualo PD is now live for all areas
 - Thank you everyone for making this project a success!
- Feedback
 - What is working?
 - What could use improvement?
- Training
 - What would be useful for training moving forward?



&

kuali

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3. Reminder: Kuali Disclosures

Kuali COI Disclosures

- Submit a disclosure in Kuali at least annually
 - Update as often as necessary throughout the year to keep information up to date
 - University policy and federal regulations require that disclosures are updated within **30** days of acquiring or discovering a new outside interest
-
- Kuali: Conflict of Interest, Conflict of Commitment, and Foreign Engagement

ORSP Training Opportunities

SUMMIT for Sponsored Programs Training

ORSP Website: <https://www.umb.edu/orsp/training>

SUMMIT for Sponsored Projects Drop-in Sessions - 2nd Wednesday of the month from 2 PM to 3 PM

- » May 10, 2023 - [Zoom Link](#)
- » June 14, 2023 - [Zoom Link](#)

SUMMIT for Sponsored Projects Training Sessions - Sign up for a 1-hour session using the links below:

- » [Wednesday, April 26 at 4 PM](#)
- » [Wednesday, June 28 at 4 PM](#)
- » [Wednesday, August 30 at 4 PM](#)

To schedule group or one on one trainings, contact: Virginia.Maki@umb.edu

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ORSP Training Opportunities

Kuali Proposal Development (PD) Training

ORSP Website: https://www.umb.edu/orsp/kuali_research

Kuali Proposal Development Approver Training Sessions

Sign up for a 1-hour session using the link below:

- » Tuesday 5/2/2023 at 4 PM

Kuali Proposal Development Aggregator (proposal entry) Training Sessions

Sign up for a 2-hour session using the link below:

- » Monday 5/1/2023 at 3 PM

Kuali Proposal Development Drop-in Sessions

Click the Zoom link below to join the Drop-in Session:

- » May 18, 2023 from 9-10 [Zoom Link](#)
- » June 12, 2023 from 10-11 [Zoom Link](#)

To schedule group or one on one trainings, contact: Virginia.Maki@umb.edu

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External Training Opportunities

[NCURA Financial Research Administration - May 15-18, 2023 \(Virtual\)](#)

[Level I: Fundamentals of Sponsored Project Administration](#)

[Level II: Sponsored Projects Administration-Critical Issues in Research Administration](#)

[Contract Negotiation & Administration](#)

[Departmental Research Administration](#)

[An Auditor's Guide to Research Administration](#)

NCURA Workshop Denver, CO

June 5-7, 2023

[Level I: Fundamentals of Sponsored Project Administration](#)

[Level II: Sponsored Projects Administration-Critical Issues in Research Administration](#)

[Contract Negotiation & Administration](#)

NCURA Annual Meeting

August 6-9, 2023 - Registration open will open April 2023!



Next Grant Forum

May 17, 2023

Topics?

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Any
Question



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ORSP Leadership

[Matthew Meyer](#)

Associate Vice Provost for Research
and Director of ORSP

[Rebecca Hanson](#)

Associate Director of ORSP
Postaward Support Services

[Virginia Maki](#)

Assistant Director of ORSP eRA
Systems and Training

[Shala Bonyun](#)

Associate Director of ORSP
Preaward Support Services

[Tracey Poston, PhD](#)

Assistant Director of ORSP Research
Compliance and Integrity

[Serena Wang](#)

Research Core Facilities &
Operations Manager of ORSP

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