In keeping with the beach weather we’ve been experiencing, I would like to share some marine-themed developments from the last quarter.

Among the most exciting is UNH’s new School of Marine Science and Ocean Engineering, which has been realized after many years of planning. President Huddleston has signed the founding documents for the school; a formal announcement will be made over the summer followed by a celebration in September. The school’s leaders include Director Larry Mayer, the founding director of UNH’s Center for Coastal and Ocean Mapping (CCOM); Associate Director of Operations and Facilities Jonathan Pennock, who directs the UNH Marine Program; Associate Director of Education Win Watson, a professor of zoology in UNH’s department of biological sciences; and Associate Director of Research Barbaros Celikkol, a professor of mechanical engineering and ocean engineering at UNH. I will chair the advisory committee, which will include the deans of the Colleges of Liberal Arts, Life Sciences & Agriculture, and Engineering & Physical Sciences. In addition to several master’s programs, the School will offer Ph.D. programs in marine biology, ocean engineering, and oceanography. The School will allow us to better organize our marine capacities and strengthen our position as a national leader in marine studies.

A key facility for marine sciences at UNH has long been the Shoals Marine Laboratory on the Gulf of Maine’s Appledore Island. A partnership between UNH and Cornell University (in Ithaca, NY), the lab has been run jointly by both schools. However, because of UNH’s proximity to Shoals and its extensive marine resources, we are working with Cornell for UNH to take responsibility for the lab’s operations; Cornell will continue to participate as a leading partner. In addition, ….

SVPR’s Corner

Each Insider to Feature a Research Office Unit

This issue of the Insider continues its Research Office Unit series by featuring Sponsored Programs Administration, which includes Research Administration and Sponsored Programs Financial Management.

The articles about SPA provide the rest of the Research Office with a glimpse of what’s going on in the unit – day-to-day activities as well as special activities and achievements.

Victor Sosa wrote “The End of ARRA”, and the other SPA articles were written by Sonia Scherr, RDC Editorial Assistant and MFA ‘13.

Thanks to all for the articles…and their interesting work!
This September, as the federal fiscal year draws to a close, funding provided under the American Recovery and Reinvestment Act of 2009 (aka, the stimulus, aka the Recovery Act, aka ARRA) will wind down.

**Background**  
During February of 2009, responding to dire economic circumstances, Congress passed the stimulus package, President Obama signed the bill into law that same month. The goals of the Recovery Act were to:

- Create new jobs and save existing ones;
- Incent economic activity and invest in long-term growth; and
- Demonstrate a new level of accountability and transparency in government spending.

These goals were to be achieved by spending $787 (ultimately $840) billion for tax cuts, entitlement programs, and (Hoorah!) federal contracts and grants.

**Shovel Ready Projects**  
The stimulus package passed by Congress had always anticipated that funding would be spent quickly to promote immediate job creation; indeed, the President established a goal requiring that 70 percent of Recovery Act funding should be spent by September 30, 2010. This goal was ultimately met and exceeded, largely because there was stated bias toward funding projects that were “shovel ready” – ready to spend money. Still, during 2011, when political discourse around additional stimulus funding and the President’s American Jobs Act was particularly contentious, it was noted that billions of stimulus dollars remained unspent. Consequently, the Office of Management and Budget directed federal agencies to accelerate the spending of remaining Recovery Act funds in discretionary grant programs as well as in formula grant programs that received Recovery Act funding. Funds not spent by September 30, 2013 are to be reclaimed by the government.

**ARRA comes with Strings Attached**  
ARRA awards must be tracked, monitored, reported on, audited, and closed out separately from non-ARRA awards. Individual agencies may issue special terms and conditions and prime recipients may require that subrecipients carry out any of these activities more frequently than the federal quarterly requirement. Unlike other grant programs, ARRA financial reporting is done on a grant-by-grant basis and requires programmatic reporting. Also, unlike other grants, reporting is less about the financial information itself and more about what was accomplished with the funds, including job creation and retention.

This additional reporting burden is meant to allow for the transparency and accountability mandated by ARRA, which is unlike anything the government has previously offered. The tools provided at the portal [Recovery.gov](http://Recovery.gov) offer a deep dive into how recovery monies were spent and, perhaps, a glimpse into what accountability might look like in the future. As ARRA ends, there is an ongoing pilot project to determine whether this type of reporting should be a standard requirement for federal grants. So far, the results of the pilot are varied; none of the schools has seen increased efficiencies – and likely won’t unless they move from proof-of-concept into production, where efficiencies may be realized in the standardization of the reporting process and the ability to submit many reports at once.

**UNH and ARRA**  
In recent years, ARRA funding provided a significant lift to UNH’s annual funding totals; in all, UNH received 40 ARRA awards totaling over $67 million dollars. UNH received 28 awards ($63.2 million) as a prime recipient and 12 awards ($4.3 million) as a subrecipient. As suggested above, those additional funds came with significant accountability and financial reporting requirements.

Sponsored Programs Administration found compliance with the reporting requirement in the Recovery Act to be both challenging and expensive (unlike other grantee communities, universities were not allowed to spend ARRA funds to pay for the additional burden) and the possibility that this level of reporting will become the new normal is daunting.

UNH, like most institutions, has not gone as far as creating enterprise-wide electronic systems for transparency reporting. The technical limitations of the current ARRA reporting environment, as well as the hasty implementation and the limited population of awards were not conducive to investing in a large-scale electronic solution. If the transparency requirements are extended more broadly, UNH, like most institutions, likely will have to implement an automated system.
A Day in the Life: Financial Research Administrator

Editor’s note: With more than 1,800 invoices submitted, nearly 10,000 cash payments collected, and some 350 financial reports completed, the eight financial research administrators (FRAs) in Sponsored Programs Administration (SPA) handled thousands of transactions during the fiscal year that ended in 2013. In terms of dollars, each FRA last year typically managed $15 million to $20 million from sponsors of grants awarded to UNH. Though they work behind the scenes, the financial support FRAs give research projects is vital, says David Browning, Financial Research Administration Manager. “The grant process is not on autopilot,” he explains. “Because it flows smoothly, I think people sometimes forget – if it stopped for a couple of weeks, the university would quickly start running out of money.” To better understand how FRAs facilitate that process, we spent a recent Friday morning with Erin Selner, a long-time UNH employee who has worked as a FRA for just over a year.

After arriving at her Service Building office at 7:30 a.m., Erin Selner checks her email and logs onto the computer programs she uses for financial processing and reporting. A major aspect of her job involves billing funding sponsors, which in her case are generally other academic institutions and nonprofits from which UNH has received research sub-contracts. Typically, sponsors get billed monthly or quarterly for work performed on projects. Selner scans a printed log for projects that have outstanding expenses to bill.

Soon she spots $8,000 that needs to be billed on a grant that a public-health professor received from the University of Kansas Research Center. Preparing the invoice is hardly a rote matter: First, she verifies that the project’s budget is listed accurately in the Banner system and corrects the deadline for submission of a final financial report from 2012 to 2013. Then she examines the major categories of spending – including salary and wages, fringe benefits, and travel – to ensure they’re within budget.

“We’re in good shape because nothing’s in deficit,” she says. “If something were out of place, I’d have to discuss it with the UNH PI’s business service center (which posts the expenditures).”

She also looks for potentially unallowable expenses, such as unapproved foreign travel or equipment purchases. “There’s a lot of checking to make sure expenses are in line with the budget, because if they’re not, it’s either going to be a problem when this sponsor sends the invoice back to me or down the road during a review. What raises a red flag for me is going to do so for an auditor.”

After adding a required certification statement to the invoice – stating that all reported expenses are for appropriate purposes – she prints out a hard copy, signs it in blue ink, and drafts an email to the sponsor. Selner, who handles billing for more than 160 projects, aims to complete about eight invoices each day. “They can take longer than you’d think because questions may come up. It also varies by their complexity and whether or not I’m preparing a final invoice, which requires additional steps.”

Sometimes Selner must follow up with sponsors who haven’t submitted payment. At 45 days, she sends a reminder email to the sponsor; at 60 days, she notifies the PI on the project that the sponsor hasn’t paid. After that, Browning becomes involved and, if necessary, higher-level administrators. But SPA is generally successful in its collections efforts. “In my area, it’s really rare that you get an uncooperative university that knows they have a problem,” Selner says. “A lot of times, it turns out the invoice got lost somewhere during the approval or payment process.”

After hitting the send button on her email containing the invoice, Selner turns to other tasks: For a grant that requires UNH to share some of the costs, she adds to the Banner system contributions not borne by the sponsor so that they will be reflected in the next bill. She searches through a public folder on her computer for new awards from academic institutions and, when she finds one from the University of Maryland, reads its guidelines. As part of closing out a $1,200 award from U Mass-Amherst, she runs a statistical test to determine whether spending was acceptable according to the terms of the grant. Though payroll is overspent by half, the project used hardly any supplies; the final budget comes in a penny under the total award and (despite the deficit in payroll) passes the test due to the conditions of the particular award.

“The PI is ultimately responsible for his or her award and all the spending on it,” Selner says. “We’re here to help administer the award and alleviate the administrative burden on PIs, because they’re here to do research.”

Selner herself has direct experience with research. She majored in anthropology at the College of William and Mary,
SPA Profile:
Manager, Financial Research Administration David Browning

David Browning grew up on a farm in North Carolina, attended college and graduate school in the South, and launched his financial-management career in his home state. For many years, his only experience with foreign travel was a visit to a farm in Canada.

That changed when, at 37, he took a job as the chief financial officer for The Mountain Institute, a Washington D.C.-based nonprofit dedicated to conserving the natural and cultural resources of mountain regions in Nepal, India, China, Peru and West Virginia.

“My work trips abroad were to amazing places where few outsiders go and with the most amazing people,” recalls Browning, whose office in the Service Building displays photographs from the Himalayas in Nepal and the Andes in Peru. “I experienced cultural exchange in life-changing ways, and I believe everyone should pursue these opportunities. Friendships with people from other countries are so valuable as we consider how we all share this planet.”

Although Browning no longer travels to other countries for work, he continues to support international exchange in his current job with Sponsored Programs Administration (SPA), which assists university researchers with the administrative aspects of applying for and spending grant money. For instance, his team has helped the Center for Coastal and Ocean Mapping (CCOM) fulfill its role as host to the Postgraduate Ocean Bathymetry training program. Funded by the Tokyo-based Nippon Foundation, this unique program brings six international scholars, primarily from developing countries, to UNH each year to develop their skills in deep-ocean mapping. Browning and his staff are advising CCOM on its response to a Nippon Foundation audit—a comprehensive review aimed at ensuring that the foundation’s money is being spent according to the terms of UNH’s contract with the international nonprofit GEBCO.

“It’s exciting for us to work with CCOM on this project,” Browning says. “For the past 10 years, it has provided much-needed training for postgraduate students from around the world and enabled emerging scientists in the field of ocean mapping to make important connections across borders.”

And that’s just one project out of hundreds that require financial management. As manager of SPA’s Financial Research Administration since 2009, Browning oversees the financial responsibilities—ranging from accounting to cost compliance—involved in administering all the grants that UNH researchers receive. “If it’s a grant to the university, the money flows through this office,” he explains.

While supervising the ongoing activities of post-award administration, he also has led initiatives to improve the efficiency of accounting practices. One recent update involved the New Hampshire Innovation Research Center, which finances collaborations between the state’s businesses and academic institutions. Since 1991, the state has allocated several hundred thousand dollars annually to the center. Browning worked with center leaders Mark Sedam and Gretchen Smith, along with the New Hampshire Department of Resources and Economic Development (DRED), to devise a clearer way of tracking money owed by the state.

“We think we have internally restructured the accounting to make more sense,” Browning says. “It should result in more streamlined billing and less confusion for DRED.”

Although his group’s activities may seem far removed from UNH’s classrooms, Browning believes his team can contribute directly to the university’s educational mission by providing real-life accounting experience for students. Three UNH accounting students have worked with his group as interns, reviewing audit reports from institutions that receive sub-awards from UNH. All of the students have graduated; two went on to work at auditing firms in Portland, Maine.

“It’s not just about helping the PIs,” Browning says. “It’s also about being an active member of the educational side of the university. I think students are getting a great—and worthwhile—education at UNH, and we try to contribute to that as much as we can.”

Browning himself has sought ways to continue his own education, both in and out of the classroom. He recently explored his interests in international affairs and the environment by taking Associate Professor of Political Science Jeannie Sowers’ course on comparative environmental politics and policy. In addition, during the past school year, he and his wife, Susan—the MBA program coordinator at the Peter T. Paul College of Business and Economics—hosted a French-speaking exchange student from Brussels. Together with their rescue dog, Ollie, the Brownings live along Little River in Lee, where David volunteers as a water-quality monitor for the Lamprey River Watershed Association.
we intend to build a consortium of organizations – to include other universities, public and private K-12 schools, and nonprofits – to maximize the lab’s effectiveness as a teaching and research facility. We hope to be able to use the lab during the spring and fall and to expand its already amazing program in sustainable engineering. (Currently, most of the lab’s programs take place in the summer, including summer-credit courses and a Marine Immersion program for incoming first-year students.) The UNH President’s Cabinet, accompanied by faculty members Jessica Bolker and Nancy Kinner; and Peter Lamb (USNH Board) visited the Shoals Marine Laboratory in June to conduct a review of facilities, hear from the Director, and meet the students.

Dr. Holly Bamford, deputy assistant administrator for NOAA’s National Ocean Service, visited UNH in mid-June. She met with President Huddleston to discuss our new marine school and longstanding partnership with NOAA, a major source of UNH research funding. Also meeting with Dr. Bamford were CCOM’s Larry Mayer and Andrew Armstrong, who co-directs the NOAA/UNH Joint Hydrographic Center; Nancy Kinner, UNH director of the Coastal Response Research Center; and Richard Langan, who heads a UNH NOAA-funded science collaborative. Dr. Bamford emphasized that NOAA is interested in continuing to support research that strengthens our understanding of how human activity affects and responds to climate change.

Larry Mayer, Harlan Spence (EOS director), and I met with Senator Jeanne Shaheen’s and Senator Kelly Ayotte’s staffs in June to discuss the new marine school; our ongoing partnerships with NOAA; and education in the STEM fields. STEM education is important to the Senators. I recently attended an event at Manchester Community College where Senator Shaheen announced the launch of the Senate STEM Education and Workforce Caucus. In her remarks, she emphasized the importance of research and educational partnerships with industry.

UNH is clearly a leader in Marine Sciences and Ocean Engineering. Working together and with our state and congressional delegations, we will continue to grow our capabilities and ability to inform important policies and practices in our state, region, nation and internationally. **Jan Nisbet**

**SVPR Corner (continued from page 1)**

When UNH temporarily closed because of Hurricane Sandy, it was a minor inconvenience for most faculty, staff and students. For **SPA’s grant and contract administrators (GCAs)**, however, it was a major headache. That’s because the closure coincided with deadlines for submitting proposals to external funders – and thousands of research dollars were at stake. While the GCAs were able to submit the proposals from home, that may be impossible during severe storms. (Nearly all proposals now are submitted electronically via email or an online system.) With no electricity, the only option sometimes is for the principal investigator to try to get an extension of the deadline.

“We may suggest submitting early because a storm’s coming,” says **Karen Jensen**, SPA’s manager of research administration. Still, because faculty want as much time as possible to polish their proposals, “almost all are submitted the day they’re due. The closest I’ve been is 4:59 for a 5:00 deadline.”

While SPA’s financial research administrators focus on post-award financial management and compliance, the 12 GCAs provide pre-award services to faculty, including assistance with budget development and proposal submission. During fiscal year 2012, they helped principal investigators submit more than 800 proposals that together requested $270 million in funding. They also established more than 600 awards in the university’s grants management systems for a total of almost $118 million.

GCAs know the nuances of solicitation guidelines for dozens of sponsors – no easy feat, given that these instructions can run more than 200 pages, as is the case with the National Institutes of Health. And they check proposals to make sure the authors have followed specifications exactly, from margin size to the number of pages to type of font. They also direct faculty to other units within the Research Office if, for instance, their proposal involves research on human or animal subjects or intellectual property issues.

The quick pace and attention to detail pays off when a researcher’s proposal is successful. Says Jensen, “You get really excited when they receive funding.”
A Day in the Life: Financial Research Administrator  (continued from page 3)

where she studied primate behavior. After graduating in 1999, she came to UNH as a program support assistant in the Family Research Laboratory. She went on to work in the Research Business Service Center at UNH, but a desire to delve deeper into research administration led her to SPA.

At meetings of the National Council of University Research Administrators, she has learned about some universities’ failure to comply with financial regulations, either because of intentional fraud or because of a poor system of checks and balances. “I feel like I have an interest in how well we do with our own checks and balances,” she says. “A responsibility and a role in maintaining the integrity of the university.”

Comings, Goings, & Goings-on

**Maggie Trabeau**, joined EHS as the new campus Biological Safety and Security Manager on May 20, 2013. Maggie works with the UNH Institutional Biosafety Committee (IBC) to develop and implement campus programs for the safe handling, storage and disposal of biological agents, to provide emergency response to incidents involving biological agents, and to educate the UNH community about the safe use of biological agents in research, teaching, and public service activities. She also oversees the UNH Bloodborne Pathogen Exposure Control Plan.

Before coming to UNH, Maggie worked as the Assistant Director of Environmental Health and Safety for Albany Medical College. She served as the Chemical Hygiene Officer, Biosafety Officer and CDC Responsible Official. Maggie holds a bachelor’s degree in microbiology from the University of Wisconsin, Oshkosh and a master’s degree in industrial hygiene from the University of Washington. She is an American Board of Industrial Hygiene (ABIH) Certified Industrial Hygienist and plans to take the Specialist Microbiologist: Biological Safety NRCM exam in 2014.

The newest class of interns from the UNH School of Law have joined ORPC. **Chris Leming and Nate Blase** started in the office on June 3, 2013 and will be working with ORPC staff throughout the summer and the next academic year. Nate and Chris just recently completed their 1L year of law school. Click here to read more about the variety of experiences they bring to their work.

**A.J. Lavoie**, a software engineer, started work on June 24, 2013, filling an IT-III position in RCI.

**Chris Baxter** finished his 2012-2013 term as UNH Law Intern in ORPC. Best wishes for the rest of your law school studies, Chris!

Many Research Office staff were out and about this spring, learning new things to help them serve UNH. Here’s a sampling:

In May, **Kathy Cataneo (RDC)** and **Diane Schaeffer (UNH Foundation)** attended the annual NORDP (National Organization of Research Development Professionals) meeting in Austin, Texas. Highlights of the meeting included the opening keynote address by Alicia Abella, Innovative Devices and Services, AT&T Labs, and sessions on challenges and best practices in stimulating multidisciplinary research and how to develop an external faculty recognition program.

**Marc Sedam (ORPC)** attended the Nantucket Conference on Entrepreneurship and Innovation Conference, June 7-9, 2013. **Gretchen Smith, Tristan Carrier, and Maria Emanuel** all went to the 2013 Regional SBIR/STTR Summer Session Conference on June 20, 2013. **Timothy Willis** attended the International Association of Privacy Professionals Conference on June 21, 2013.

In June, **Kathy Cataneo (RDC)** and **Melissa McGee (SPA)** attended the 2013 NIH Regional Seminar on Program Funding and Grants Administration in Baltimore, MD. Sixty NIH faculty and staff presented to the 800 administrators and investigators attending, including Wendy Walsh from the UNH Crimes Against Children Research Center and a participant in the first year of UP-2-NIH, a Research Office-led learning community for faculty who want to improve their competitiveness to receive NIH funding for their research.
14 OSVPR staff members were among those honored in May for achieving benchmark years of service to UNH:

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<td>Robert Cinq-Mars</td>
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<td>Elizabeth Skoglund</td>
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On April 10th and 11th, an NSF-supported workshop "Becoming the Messenger" came to UNH to train scientists to communicate their science more effectively. Evelyn Jones with the NH EPSCoR office worked closely with NSF to bring the workshop presenters to campus. Over 100 scientists from across the state joined the training on the 10th, and NSF selected 15 scientists for an intensive follow-on workshop on April 11th.

NH EPSCoR continued its Science Cafe series in collaboration with The Portsmouth Brewery and Portsmouth Community Radio. On April 10th, Professor Serita Frey and Post-doc Alix Contosta discussed "Going Underground - How the soil beneath our feet affects climate" with a crowd of over 50 citizens. On May 8th, the Science Cafe hosted Vaughn Cooper, Steve Jones (both from UNH) and Adam Markham (Union of Concerned Scientists) in a discussion titled "Warmer Water, Riskier Coasts: How Climate Change is Affecting Shellfish and Recreation."

NH EPSCoR's project “Ecosystems and Society” has as one of its major goals to increase the capacity for using science in decision-making around natural resource-related issues. In March and again in June, members of the Ecosystems and Society team, including EPSCoR staff members Michelle Gregoire, Evelyn Jones, Jan Nisbet and Kevin Gardner, met with representatives from numerous state agencies, including NH DES, Fish and Game, and DRED to discuss the work by EPSCoR researchers and how research can serve the needs of the state.