Office of Research and Sponsored Programs

Upcoming Dates & Deadlines

DATES	SECTION	NOTES
April 15	Personnel	Student Assistants and hourly staff paychecks available after 1:00p.m.
April 15	Personnel	Payday for faculty who requested additional pay for Spring Break (March 23-27, 2009)
April 15	Post-Award	Deadline for submission of stipend request forms to ORSP for May (stipend checks to be issued to students on May 15th)
April 15	Post-Award	Final cost transfers, reimbursements and payments to vendors on projects that ended February 28, 2009*
April 20	Personnel	Pay Vouchers due for Student Assistants
April 20	Personnel	Absence Reports due for salaried staff, hourly staff and Research Fellows
April 24	Compliance	Due date for Fall 2008 and July 1 to December 31, 2008 Effort Reports to be returned to ORSP
April 25	Personnel	Deadline for Faculty with Academic Year and Calendar Year appointments to return Reimbursed Release Time (RRT) Agreements for Spring 2009 semester, and the January—June time period
April 30	Personnel	Payday for salaried staff and Research Fellows (paychecks available after 4:00 p.m.)

This applies only to funding agencies that allow the submission of final financial reports within 90 days from the end date of the project. For projects that require final financial reports within 30 days of the end date of the project, deadlines are shorter. Please contact your Grant Administrator for more information.

American Recovery and Reinvestment Act (ARRA) and Research at SF State

The stimulus funding from the ARRA holds the promise of much-needed assistance for researchers at the University. Consequently it is an exciting time for researchers and SF State University must be prepared to compete effectively for these new funds. At the same time, the speed with which these funds are being made available and the quick response time that is required can be confusing.

- Much of this funding will be allocated very quickly by the agencies, for projects that are already under review and/or are of relatively short duration (2 years or less).

- Agencies are using different methods to deploy these funds in the time frame required. The situation in Washington is still very fluid, and new information is being issued daily. While we will make every effort to keep the ORSP website updated, faculty should also check in at each agency's or institute's recovery website (listed in the stimulus package) for updates.

- Reporting requirements on these funds will be very stringent, more detailed, and much more frequent than is usually the case (please see ARRA Accountability and Reporting Requirements).

- Faculty members should inform Jackie White (whitej@sfsu.edu) of any stimulus-related applications that they are considering, in order to receive the most up-to-date information, and to ensure internal coordination of applications.

For challenge grant proposals, please submit your PI Checklist no later than April 13. In the coming weeks, please contact us with any questions. Jackie White has been designated as a key contact for faculty for information on the stimulus research funds. She can be reached by email at whitej@sfsu.edu or via phone at 338-3578.

Upcoming Workshops

Thursday, April 2nd: NIH grant writing workshop will be held at Humanities, Room 587 from 3:30 to 5:00 PM.

Thursday April 9th: NSF-focused session, with a panel of CAREER awardees speaking about how they got their CAREER award, and deconstructing their proposals. Workshop will be held at the Center for Computing for Life Sciences (CCLS) Hensill Hall, Rm 301 from 3:30 to 5:00 PM. Virtual access to this NSF workshop will be available.

For questions, please contact Alison Sanders via phone at 405-3943 or email at asanders@sfsu.edu.

Research and Creative Activities Retreat

More than 200 faculty and staff gathered at the Research and Creative Activities Retreat to discuss and identify potential collaborative work in clusters. This was a great time to meet faculty and find out the research interests of others at SFSU. Sixteen groups have formed to date and are listed on the table to the right. Clusters, centers and institutes can apply for funding and find more information on the ORSP Retreat Webpage: http://www.sfsu.edu/~orspwww/retreat

Credit: Eileen Ahn

Clusters of Interest

- Community-Engaged Scholarship/Community-Based Participatory Research
- Environmental Research
- Child and Adolescent Research
- Web 2.0/Serious Gaming
- Cancer Disparities
- Scholarship of Teaching and Learning
- Neighborhood Studies
- Science Education
- Bay Area Biodiversity
- Quantitative Research Methods
- Physical Activity Across the Lifespan
- Culture Emotion and Behavior
- Language in Social Interaction Research Group
- Public Policy
- Art and Social Change
- Sexuality and Health

Post-Award FAQ—Direct and Indirect Costs

Q: Is a laptop an allowable as a direct cost on a federal grant?

A: Since a computer could potentially be used for many different activities (instruction, research or administration), computer costs are often considered a Facilities and Administrative (F&A) expense and are included in the University's F&A (indirect) rate calculation.

However, laptop and other computers can be allowable as a direct charge to a federally funded sponsored project **in specific situations** where the nature of the research requires a computer, e.g., the computer is attached to a piece of equipment and is required for collection and/or analysis of information/data for the sponsored project or the computer is specifically needed to record data while in the field. In such situations, the computer is used either exclusively or primarily for the project. All purchases charged to federal grants must conform to the requirements of allowability as described in the Office of Management and Budget's (OMB) Circular A21, in that the cost must be:

- Reasonable and necessary;

- Allocable;

- Consistently treated in like circumstances; and

- Conform to the requirements of A21 and sponsor terms and conditions.

For more information on direct and indirect cost, please see ORSP's website at: http://www.sfsu.edu/~orspwww/_postaward/_toolbox/pitoolbox.html

Voluntary Resignation

Please contact an ORSP Personnel Specialist when any employee on your project(s) resigns. If an employee resigns with at least a 72 hour notice, we are legally obligated to have the final pay check and vacation pay off available to the employee on the final day of employment. Please forward resignation letters and final Absence reports to ORSP as soon as possible.
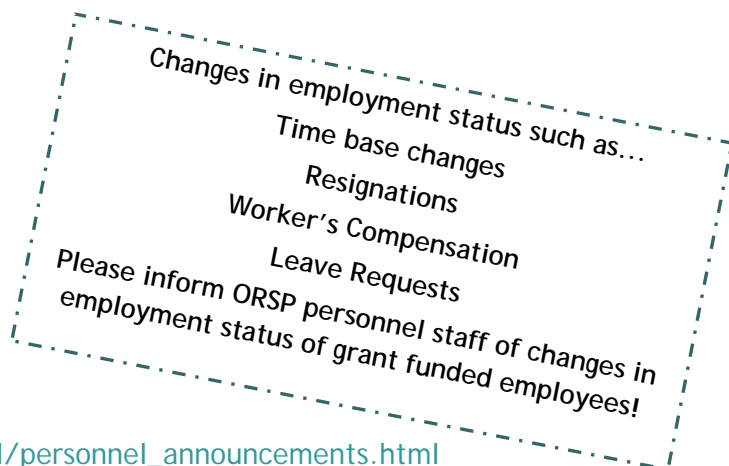
New Awards Received at SF State

Awardee/Department	*Project Title*	Funder/Amount Awarded
Frank Bayliss Biology	*MBRS-RISE*	National Institutes of Health $741,302
Kathy Boyer Romberg Tiburon Center	*Eelgrass Nursery*	Sub-Award from The Nature Conservancy; Prime: National Oceanic and Atmospheric Administration, $61,876
Sarah Cohen Romberg Tiburon Center	*Eelgrass Nursery*	Sub-Award from The Nature Conservancy; Prime: National Oceanic and Atmospheric Administration, $23,081
Richard Dugdale Romberg Tiburon Center	*Role of Ammonium SF-Bay Delta*	State Water Contractors $172,690
David Ellis Mathematics	*LSAMP Student Scholars Supplement*	Sub-Award from CSU Sacramento; Prime: National Science Foundation, $5,000
Debra Fischer Physics & Astronomy	*JPL NExSci Keck Award 2009A*	Sub-Award from JPL; Prime: National Aeronautics and Space Administration/NExSci RSA, $24,900
Serkan Hosten Mathematics	*DARPA FunBio*	Sub-Award from UC Berkeley; Prime: Defense Advanced Research Projects Agency (DARPA), $20,000
Jose Ramon Fernandez-Pena Health Education	*SF Welcome Back Center*	The California Wellness Foundation $65,303
Hamid Shahnasser Engineering	*UNITE Project*	Sub-Award from United Negro College Fund Special Programs (UNCPSP); Prime: National Aeronautics and Space Administration, $37,000
Leonard Sklar Geosciences	*Controls in Pescadero Creek*	California Regional Water Quality Control Board $25,000

Personnel Announcements

For more information on these topics, please visit our the ORSP webpage by clicking on the title below:

Absence Reports

Uncollected or Undeliverable Paychecks

Requesting Time Base Changes for Staff

Direct Deposit Eligibility

Employee Terminations and Resignations

Found at: http://www.sfsu.edu/~orspwww/_personnel/personnel_announcements.html

Changes in employment status such as...
Time base changes
Resignations
Worker's Compensation
Leave Requests
Please inform ORSP personnel staff of changes in employment status of grant funded employees!