

## The Rapid Ramp Up

Accelerated Learning for New RF/SUNY Sponsored Programs Staff

### SRAI Level Up Learning

Powered by Society of Research Administrators International, the RF offers access to [a variety of self-paced SRAI courses](#) to help staff learn and grow. Courses range from 1 to 5 hours in duration on topics most relevant to the modern research administration professional. \*Take the courses on your own now or watch a recording of a previous virtual classroom event. [Click here to request a license.](#)

Thank you to our session facilitators:

- **Principles in Proposal Development**
  - Co-Facilitated by Kim Pietkiewicz, SUNY Poly & Sheri Clark, SBU
- **Principles in Pre-Award Research Administration**
  - Co-Facilitated by Jenn Rudes, UMC & Jessica Berg, BSC
- **Relationships, Roles, and Responsibilities**
  - Co-Facilitated by Sharon Sealy, DMC & Jessica Berg, BSC
- **Research Compliance Frameworks**
  - Co-Facilitated by Nancy Nearman, Old Westbury & Scott Shurtleff, CO
- **Principles of Award Negotiation and Set-up**
  - Co-Facilitated by Jessica Berg, BSC & Tracy Parker, CO
- **Principles of Post-Award Financial Research Administration**
  - Co-Facilitated by Sheila Routh, SBU & Anna Hartz, CO
- **Introduction to Clinical Studies and Trials**
  - Co-Facilitated by Erinn McDowell, UMC & Yihenew Abetu, DMC
- **NIH R Series mGuide**
  - Co-Facilitated by Sharon Sealy, DMC & Laurian Bradford, DMC
- **NIH RPPR mGuide,**
  - Co-Facilitated by Michele Canton, SBU, Sabrina Cerezo, SBU & Laurian Bradford, DMC
- **Principles of Post-Award Non-Financial Research Administration**
  - Co-Facilitated by Mary Kraft, UB & Sabrina Cerezo, SBU



Design Team: Scott Shurtleff-CO, Lisa Gilroy-Binghamton, Sheila Routh-SBU, Jeffrey Schieder-UB, Sharon Levine-Sealy-DMC, Kathleen Caggiano-Siino-CO, Laurel McAdoo-CO, Paula Kaloyeros-UAlbany, Alina Stroia-SBU, Michael Nichols-CO, Paulette Ziff-UB, Kim Pietkiewicz-SUNY Poly, Mary Kraft-UB, Jennifer Cole-SUNY Poly, Jenna Lehr-CO

## Essential Programs for All New Staff

- [Conflicts of Interest Training](#)
  - Facilitated by Joshua Toas, CO
- [New Staff Orientation: An Overview of the Business of the RF](#)
  - Co-Facilitated by Jeff Cheek, Kathleen Caggiano-Siino, Nicholas Yelich, Peter Taubkin, Tom Ferguson, Mark Bodner, Tracy Parker, Jan Eden, Sarah McPartlon, Kate Malia, Jenna Lehr, CO
- [Leading People Responsibly](#)
  - Co-Facilitated by Kathleen Caggiano-Siino, Kate Malia & Jenna Lehr, CO
- [Corporate Governance & Intro to Ethics](#)
  - Facilitated by Joshua Toas, CO

## Contracts Series: Review and Interpretation of Contractual Terms and Conditions

*Facilitated by RF Office of General Counsel*

In this series new sponsored program staff will learned how to review and interpret contractual terms by breaking down contracts term by term. Participants learned the basics of research agreements, clinical trial agreements, data use agreements, purchase order terms and conditions, as well as spotting and resolving risk related terms and conditions such as indemnifications, publication restrictions, subject injury, warranty clauses, intellectual property, confidentiality/non-disclosure provisions and more. Contact [learning@rfsuny.org](mailto:learning@rfsuny.org) for session recordings.

## What You Need to Know Agency by Agency

In this 9-part series, you learn to navigate & identify critical parts of a contract and how to find the information you need to be successful. Sessions will be held from 11am-12pm on select Wednesdays and Thursdays in July and August. [Watch the series here](#). [Find materials here](#).

- **DOD**, Scott Shurtleff & Michael Nichols, CO
- **NIH**, Jennifer Rudes, UMC
- **NASA**, Scott Shurtleff & Michael Nichols, CO
- **HRSA**, Scott Shurtleff, CO
- **NYS, DEC, DOH, NYSED**, Mark Abbey & Tracy Parker, CO
- **Department of Homeland Security**, Jerry Gauriloff & George Mossad, UA
- **DOJ**, Joy Houle, SPO & Anne Baldwin, Geneseo
- **Department of Commerce**, Lisa Gilroy, Linda Hoke, Jennifer Flanagan, BU
- **NSF**, Lisa Gilroy, Linda Hoke, Jennifer Flanagan, BU



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## Watch List – Self Paced Learning

- Sponsored Programs Lifecycle (Video [2017](#))
- [Research Administration Demonstration Series](#)
- OMB [Uniform Guidance](#) Updates & Cost Accounting Standards
  - Uniform Guidance Update Videos [2015](#), [2019](#)
  - [F&A & Fringe Benefit Information](#)
  - [RF Service Center Policy](#)
  - [Property Management Handbook](#)
  - [Facilities and Administrative Costs Primer](#)
- Records Management (Video [2017](#))
- Audit (Videos [2014](#), [2018](#), [2019](#))
- Cost Share Fundamentals (Video [2014](#))
- Sub-recipient Monitoring ([Policy](#), [Procedure](#), [FDP members](#) & [FDP Subaward](#) information)
- Close Outs (Video [2017](#))
- Technology Transfer & Commercialization ([Website](#), Video [2016](#))
- [YouTube Tuesday videos](#) from NCURA
- RF [Compliance Trainings](#) YouTube Playlist
- RF [Report Center Training](#) video – And [sign up](#) for one on one help, as needed
- 70+ archived Learning Tuesday [video programs](#) – watch a program of your choosing
- Seasonal Learning Series: [Seasonal Learning Series](#)

## Facilitator Tips for RF Subject Matter Experts – 1 hour

These trainings help prepare presenters to lead meaningful sessions for new staff. To request a session, reach out to [learning@rfsuny.org](mailto:learning@rfsuny.org).

- 10am-11am: February 28, March 28, April 25, May 23, June 27
  - Facilitated by Jenna Lehr, CO

**Best Practice: Open chair a meeting at your campus, another campus or central office**



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