April Ask RCRA
RAS Updates

Becky Rogers and Fran Davis
April 20, 2023
RAS Structure
Find Your RAS Unit

If your department/division isn't listed, it is currently not served by a RAS unit.

School:  ~Select School~  ~  Department:  ~Select Department~

RAS Units

- ANESTHESIOLOGY, BRAIN HEALTH, ORTHOPAEDICS, & SURGICAL SERVICES
  - LEARN MORE ABOUT ABSS

- COLLEGES & PROFESSIONAL SCHOOLS
  - LEARN MORE ABOUT CAPS

- MEDICINE
  - LEARN MORE ABOUT DOM

- BASIC SCIENCES
  - LEARN MORE ABOUT BSCI

- EMBOL PRIMATE CENTER
  - LEARN MORE ABOUT EPC

- CANCER & IMAGING
  - LEARN MORE ABOUT C&I

- HOSPITAL & SPECIALTY SERVICES
  - LEARN MORE ABOUT HSS

- PEDIATRICS
  - LEARN MORE ABOUT PEDS

- PUBLIC HEALTH & NURSING
  - LEARN MORE ABOUT PHN
Basic Sciences

Director's Message

We are excited to announce our unit's ability to provide exceptional pre and post award research administration services to our distinguished faculty. The integrity and satisfaction of faculty and their research endeavors is important to our team. We provide services based on clearly defined roles and responsibilities and standard operating procedures. Our staff's understanding of research administration comes from years of experience and ongoing training which allows them to provide high quality services.

Our mission is aligned with RAS Central Operations. We are committed to providing ongoing customer-focused, consistent, compliant, cost-effective, collaborative and continuously improved services to our faculty.

BECKY ROGERS
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Pre-Award Support

If you plan on submitting a proposal, please complete our online Intent to Submit form. Within 48 hours, a RAS Pre-Award Administrator will contact you to begin support.

If you have been working with a Pre-Award Administrator on an existing proposal or outstanding issue, do not hesitate to follow up with them directly.

If you are unsure who to contact about an existing proposal or outstanding issue, please email ras.basicscience@emory.edu for support.

Post-Award Support

Upon receipt of eGPA, the RAS Post-Award Administrator assigned to your award will be in contact with you.

If you have been working with a Post-Award Administrator on an existing award or outstanding issue, do not hesitate to follow up with them directly.

If you are unsure who to contact about an existing award or outstanding issue, please email ras.basicscience@emory.edu for support.
RAS Website

Meet the Team

Leadership

1. Becky Rogers
   Director
   Becky’s Bio

2. Lymari Capestany
   Interim Pre-Award Manager
   Lymari’s Bio

3. Lihua Meng
   Post-Award Manager
   Lihua’s Bio

4. Saturday Sam
   Navigator
   Saturday’s Bio

Ras.emory.edu
Award Lifecycle – Role of RAS

1. PI, RAS Support, COI
2. OSP, OTT, OCR
3. PI, OSP, OTT
4. PI, OSP, OTT
5. FGC
6. OSP
7. RAS, PI, RGC, AR
8. RAS, PI, RGC, FSR
9. RAS, RGC

1. Identify Funding
   - Final Reconciliation (RAS)
   - Close in COMPASS (RGC)

2. Develop Proposal
   - Create scientific progress report (PI)
   - Create and submit interim FSRs to sponsor (RAS)
   - Create RPPRs and submit to sponsor (RAS)
   - Prepare ART (RAS)
   - Review and submit ART to RGC (RAS)
   - Create Annual & Final FSR and submit to RGC (RAS)
   - Submit Annual and Final FSR to sponsor (RGC)

3. Review & Submit Proposal
   - Invoice sponsor (RGC)
   - Sub-award management (PI/RAS)
     - Determine if deliverables are met (PI)
     - Release post award invoice in Emory Express (RAS)
     - Release payment to sub-awardee (Payment services)
     - Receive payment at AR (Cash AR – Finance Group)

4. Sponsor Notice of Award
   - Notification to PI & OSP often occur at different times
   - Ensure all components of awards are complete, e.g., IRB, IACUC, etc. If not, gather as needed from RAS, Sponsor, etc. (OSP)
   - Forward to RGC (OSP)

5. Award Set up in Compass/Issue Enoa
   - Set up award in Compass (PAS)
   - Issue eNDA & Speedtype (PAS)

6. Establish & Execute Sub-awards
   - Ensure all material required for setup has been received
   - Ensure the terms of the award are acceptable and the sub-award is ready for setup
   - Initiate the award setup process in COMPASS
   - Forward the award notice to RGC

7. Post-Award Management
   - INV/OSP often occur at different times
   - Ensure all components of awards are complete, e.g., IRB, IACUC, etc. If not, gather as needed from RAS, Sponsor, etc. (OSP)
   - Forward to RGC (OSP)

8. Close-outs
   - Final Reconciliation (RAS)
   - Close in COMPASS (RGC)

9. Post-Award
   - Ensure all material required for setup has been received
   - Ensure the terms of the award are acceptable and the sub-award is ready for setup
   - Initiate the award setup process in COMPASS
   - Forward the award notice to RGC
Current Initiatives

- Stabilization of Staffing and training
- RAS IT Workgroup
- Award Closeout Workgroup
- Award Setup Workgroup
- Automated Other Support Project
- Improving partnerships with collaborating units:
  - OSP
  - RGC
  - OCR
  - Schools/departments
  - Other ORA Offices