



Newsletter / August 2024

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Fall 2024 Training & Events Calendar is LIVE!

The Fall 2024 training calendar is posted. You can find the complete [training calendar](#) here, along with topic descriptions. Here is a peek at what’s coming up!

Topic	Date / Time	Info
Preparing your IRB Application	Aug 7 / 10-11	Register
Budgeting	Sept 5 / 1-2	Register
Cayuse Sponsored Projects	Sept 12 / 10-11	Register
Cost Share	Sept 4 / 1-2	Register
Cost Transfers	Sept 18 / 2-3	Register
Final Accounting	Sept 2 / 2-3	Register
Postaward Project Management	Sept 11 / 1-2	Register

All sessions are held via Zoom and require registration. Please contact rsp@uni.edu if you have any questions about the upcoming training sessions.

“CAYUSE Sponsored Projects” replaces PRAF

Are you submitting a proposal soon? If so, remember to use **“Cayuse Sponsored Projects” for your proposal routing and approval.** Cayuse SP replaced the PRAF on July 1, 2024. [Visit this page for more information](#) or reach out to rebecca.rinehart@uni.edu, with any questions.

Farewell and Best Wishes to Ann & Maggie!

On behalf of the UNI community, we wish our very best to two outstanding members of the RSP team who are off to do new things, Ann Crawford and Maggie Heretakis.

Ann Crawford (Sec III) - Ann retired on August 2, 2024 with nearly 15 years of service. Ann’s time at UNI included working in the Geography Department, Arctic Center, and RSP office. Ann will be keeping busy with many things upon her retirement; you can still find her as a member in the [New Horizons Band!](#)



Maggie Heretakis (Preaward Specialist) - for the past five years, Maggie has worked as a Preaward Specialist, assisting UNI faculty



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and staff with preparing and submitting applications for externally funded grants and contracts. Her last day with UNI is August 16th, 2024.

Maggie accepted a position with the State of Washington to provide administration support of environmental grants awarded to local Washington organizations. She shared, *"It's been a rewarding experience assisting so many project investigators and supporting so many great projects here at UNI! Thank you UNI for five great years!"*

RSP's Office Assistant - Meet Vy!

RSP is fortunate to have Vy Van beginning a second year in her role as Office Assistant. Vy (*pronounced as "VEE"*) is currently a second-year student studying Health Sciences on the Pre-Radiography route with a minor in Gerontology. She is currently involved in the Panther Ambassadors organization. In this position, she provides general office support to the RSP staff, greets visitors, answers general questions on the phone, and whatever else the day may bring!



Workday for Grant Users

RSP is working to gather information and resources that will help you manage your sponsored projects. Training resources and sessions are in development and coming soon!

Key Terminology for Grants

Some key terms have changed names with the move to UNIWORKS. Please refer to this [quick guide to key terminology in Workday](#).

Approvals

Whenever a grant worktag is used in a transaction, the principal investigator will automatically be added to the approval workflow. This includes any purchases, contingent employee hiring, costing allocations, and cost share.

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IRB Application Resources & Monthly Meetings

Join the IRB Administrator the first Wednesday of each month for a session on IRB Basics - Preparing your IRB Application. These zoom sessions will walk through the use of UNI's online IRB application system and other resources that will help you prepare your application. There will also be time for Q&A.



If the proposed session times do not work - please reach out to set up an individual meeting. If you are not sure if your study requires review, please contact the IRB Administrator at lisa.ahern@uni.edu or 3.6148.

[Monthly meetings and IRB submission cut off dates](#) for proposals requiring full review have been scheduled. Please note these meetings are only for proposals that require full committee review.

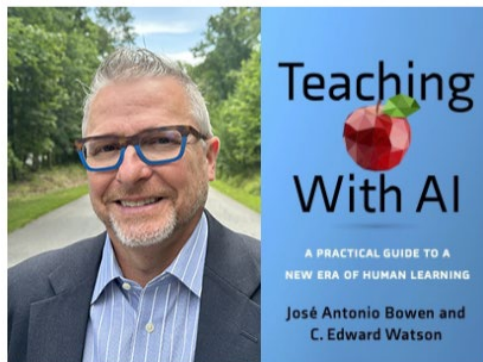
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Around Campus

CETL Faculty Workshop focuses on teaching AI

Thurs., August 22, 2024 | 10:30am-2:00pm | Maucker Union

Save your seat! Win a book?



Contact Us

We're here to help! Contact our office at 273.3217 / email us at rsp@uni.edu or visit us at rsp.uni.edu.



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