
February 10, 2016

The Webinar Begins At 3 PM Eastern
Webinar Details

• For this webinar you will be in listen only mode using your computer or phone
• Please ask questions via the question window
• This webinar is being recorded – you will be sent a recording link
Brought To You By

CCTA | CENTERS COLLABORATIVE FOR TECHNICAL ASSISTANCE

And

Mentor-Connect

With Additional Support by the ATE Collaborative Impact Project

ATECENTERS

Disclaimer: This material is based upon work supported by the National Science Foundation under Grants # 1205077 and # 1261893/1501183. Any opinions, findings and conclusions or recommendations expressed in this material are those of the author(s) and do not necessarily reflect the views of the National Science Foundation.
The CCTA IS Led By

- National Center for Convergence Technology (CTC) based at Collin College in Frisco, TX (lead)
- South Carolina ATE National Resource Center (SCATE) based at Florence Darlington Technical College in Florence, SC
- Florida ATE Center (FLATE) based at Hillsborough Community College in Tampa, FL
- Bio-Link Next Generation National ATE Center for Biotechnology and Life Sciences (Bio-Link) based at City College of San Francisco in San Francisco, CA
- Networks Resource Center based at the Maricopa Community College District in Phoenix, AZ
CCTA Purpose

• Respond to a request from the Department of Labor (DOL) to the NSF to have ATE Centers provide technical assistance services to DOL TAACCCT grantees
  – Success coaching
  – In-person convenings
  – Knowledge management /best practices
  – Peer-to-peer learning
CCTA Activities are Relevant for

- Department of Labor grants
- National Science Foundation Projects and Centers
- Workforce-oriented programs of all kinds
Deliverables

• Topical Webinars and Teleconferences On
  – Existing and new solutions
  – Live/recorded with attendee Q&A
  – Archived on www.atecentral.net

• Other online media including videos and transcripts
Deliverables Continued

- Invitations to regional discipline-specific conferences
- Identify and document best practices
- Host convenings
Poll #1: Your Affiliation

A. On a grant, I am the principal investigator
B. I am the main grant lead or project staff member
C. I am in grants management or the business office
D. Neither
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SC ATE Center of Excellence
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Advanced Technological Education (ATE) Program

- Focus: education of science and engineering technicians for high-technology fields that drive the nation’s economy.

- ATE Projects, ATE Centers & Targeted Research on Technician Ed.
  - Funding from $150,000-$4 million over all 3 tracks
  - Grades 7-12, two-year and four-year institutions (Pathways).
  - Community and technical colleges must be in leadership roles.
  - Education / Industry Partnerships are a hallmark of ATE.

Program Officer Responsibilities

• Work to revise or develop a program solicitation or Dear Colleague Letter.
• Provide feedback to prospective PIs when you submit a 1-2 pg. synopsis of your project ideas.
• Form panels of proposals, invite reviewers, oversee the merit review process
• Negotiate with PIs to make a recommendation for award on a proposal.
• Conduct outreach activities to inform the community about funding opportunities at the NSF
**New Performers**
Submit proposal

- Merit Review ➔ Ratings and Program Officer review
- Program Officer (PO) then does 2 things
  - Begins negotiation with PI to resolve questions and concerns (intends to recommend for award)
  - Sends proposal to Division of Grants and Agreements (DGA)
- DGA sends New Performer Package to Institution
- Institution completes package ➔ DGA
- DGA notifies PO recommend award ➔ DGA Declines & De-briefs Institution
- Cost Analysis & Audit Resolution (CAAR)

*Never received an award OR no award within 5-yrs OR never reviewed by CAAR*
Questions?
Topics Covered

- Division of Grants and Agreements
- Award Administration Roles
- Types of Awards
- Time & Effort
- Things I look for in a Budget
- Revised Budgets
- Participant Support
- Budget Changes
- Indirect Cost Rates
- Frequent Errors on Budgets
- Accessing Documents on the NSF Website
- Conclusion
DGA Year in Review

- Completed over 22,000 actions.
- Extremely small division
  - Staff under 30
  - Each staff roughly completed on average 1,000 actions.
  - Conduct award monitoring assistance program among many other tasks.
  - Conducts Advanced Monitoring Site Visit Review to grantees.
Awardee

- Has full responsibility for the conduct of project/activity and for adhering to the award conditions.
- Ensures that all expenditures are allowable, allocable and reasonable.
- Complies with all federal guidelines and statutes.
Time & Effort

- Policies and procedures
- Must be apart of your official payroll
- Should reflect 100% non-sponsored and sponsored activity
- Should be able to reflect across multiple activities (timesheet)
- Should charge same amount for grant just as your institutional salary if you have a documented rate
- Must be related to work performed
- Must be actual not budgeted
My Budget Review

- Verify all PIs and CO-PIs
- Checks calendar months or summer months added
- Salary and fringe benefits
- Equipment
- Travel
- Participant support costs
- Sub-awards
- Other direct costs
- Indirect costs (base and applicable rate applied)
PARTICIPANT SUPPORT COSTS

- Must have policies and procedures
- Separate account codes
- Not employees of the university
- Generally excluded from indirect cost
- Re-budgeting restrictions
BUDGET CHANGES
Award changes with awardee-authorized approvals

Notification to NSF is NOT required for:

• Virtually all budget changes
• Budget changes are the PI’s prerogative and are subject to organizational approval
• 90 day pre-award costs
Sub-award Issues

- No budget attached
- Incorrect or no indirect rate applied
- Not excluding in excess of the first 25K for each sub-award per the college’s rate agreement
- Policies and procedures
Indirect Costs

- Use your federally negotiated rate
- Show base and provide indirect cost calculation
- Explain any exclusions from your base
- Use 10% modified total direct cost if grantee does not have a federally negotiated rate.
Frequent Errors on Budgets

- No dollar amount associated for PIs and Co-PIs
- No participant support count listed
- Participant support not being excluded from indirect cost base
- Subaward not being excluded from indirect cost base
- Indirect cost rate not used correctly
- Little to no budget justification for budget line items
Submit Notifications & Requests via FastLane
Pathways to Success

- Effective communication
- Know requirements (award letter, award terms and conditions, uniform guidance)
- Good accounting practices – accumulation & segregation of costs
- Focus on the solicitation budgetary guidelines
- Review budget with PI to submission to NSF
- Document approvals and conversations between the awardee, NSF program and grant officials
Need More information?
NSF home page:
http://www.nsf.gov
Ask Early, Ask Often!
Questions?
Next Week—Mentor-Connect Webinar
with guest Dr. Celeste Carter, NSF

Preparing a Budget and Budget Justification for your NSF ATE Proposal

Thursday, February 18, 2016
01:00-02:30 PM Eastern

Registration Link → www.Mentor-Connect.org
Join Us – All CCTA Webinars, 3 pm Eastern

Upcoming CCTA Webinars on Building Communities of Practice

February 25, 2016  Part I led by Marilyn Barger, FLATE
March 24, 2016  Part II led by Ann Beheler, National CTC

Both webinars will focus on various approaches for developing a strong, working community of practice that actively engages members from multiple locations.

For Other Upcoming Webinars see: http://www.atecenters.org/ccta
Join us in Pittsburgh, PA!
July 25-28, 2016

www.highimpact-tec.org
Register for HI-TEC and TAACCCT Convening

HI-TEC Conference July 27-28 in Pittsburgh, PA

Free follow-up TAACCCT technical assistance convening for all TAACCCT grantees and others who can benefit on Friday, July 29.
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