

Office of Sponsored Projects

GoLive Weekly Meetings

Meeting Date: 07/07/2026

Location: Virtual-Microsoft Teams

Meeting Organizer/Facilitator:

Evelyn Vanderburg

Start Time: 2:00 PM

End Time: 2:58 PM

Attendees: Evelyn Vanderburg, Cedric Williams, Jennifer Silver, Jennifer Beckcom, Jesse Hernandez, Jodi Gonzalez, Elizabeth Tilley, Ana Gonzalez, Liz Sandoval, Justin Marmolejo

Absent: None

Meeting Discussion- Date: 07/07/2026

Agenda

1. General topics:

A) Training Initiatives

- i. Evelyn and Jennifer Silver are planning targeted training sessions for specific Research and Innovation centers.
 - a. They are currently gathering the guest list and finalizing the agenda, which will cover: Grant Lifecycle, Reading Solicitations, Notice of Award (NOA), Closeout, and Subawards.
 - b. Format: Hybrid sessions with pre- and post-training surveys.
 - c. Goal: Pilot with select centers, evaluate results, then roll out to other centers and institutes to build frontline capability.
 - d. Josie, Jennifer B, and Liz will be invited as guest Subject Matter Experts contacts.
 - e. Feedback: VPR expressed support for the initiatives and suggested inviting lab assistants as part of the audience

B) **Personnel & Organizational Updates**

- i. OSP: Karolina Cantu joining Ana's team
- ii. COS: Interim Department Chair for Chemistry – Zach Tonzetich
- iii. KCEID: New SRA, Ponda Barnes (start date: August 3, 2026)
- iv. VPR Pre-Award Pod: Two RA positions being added. One position will serve as a floater in support of KCEID.

C) **Proposal Submission Challenges and Quality Control**

- i. Recent submissions have highlighted the need for stronger quality control processes. Examples include missing files in the proposal, and incorrect application downloaded and submitted.
- ii. **Key Discussion Points:**
 - a) The **15/5 rule** continues to be enforced across KCEID with ADR



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- support, Principal Investigators, to manage workload effectively.
- b) **“At Risk”** submissions require careful handling to avoid portal errors, compliance issues, and reputational risks. OSP will conduct limited reviews due to time constraints; RAs are encouraged to perform quick checks prior to routing.
 - c) **After-the-Fact Proposals:** A high volume continues to be received. The current proposal submission policy is not consistently followed.

D) Action Items:

- i) OSP emphasized avoiding any policy changes that would normalize after-the-fact submissions, as this would place the institution out of compliance.
- ii) All teams will collect data on the frequency and volume of after-the-fact proposals for FY26 to support discussions with leadership and ADRs.
Deadline: Data to be prepared for the Go-Live meeting on August 4, 2026.

Note: Some proposals such as award transfers, should not be categorized as “after-the-fact” proposals.

E) Next Steps/Action Item Summary:

- i) Discussed a standardized NIH budget template
- ii) Gather data on after-the-fact proposals (all teams)
- iii) Finalize and pilot center-specific training
- iv) Updated fringe premiums for FY27 budget template are needed.

Discussion topics for next meeting: 07/21/2026

Agenda

- TBD