Directors Contracts and Grants
Texas A&M Sponsored Research Services (SRS)

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About Sponsored Research Services

Texas A&M Sponsored Research Services (SRS) is a consortium of The Texas A&M University System members who bring together expertise in research administration to enhance the research mission.

Our Vision
Exhibit leadership in research administration
- Collaborate to develop consistent and efficient procedures
- Engage in training and professional development
- Maximize the benefits of technology

Minimize the administrative burden of the research process
- Deliver outstanding customer service to our members
- Improve communication through the research community
- Promote and maintain transparency to our members in order to foster excellent working relationships
Pre-Award

The SRS pre-award team is committed to providing expertise in:

- Proposal preparation
- Contract negotiation
Proposal Preparation

Proposal administrators assist researchers with the preparation and submission of proposals to sponsors for external funding. Proposal administrators:

• Prepare the budget and most administrative sections of the proposal

• Ensure that the proposal is compliant with A&M System policies, System member’s requirements, state and federal regulations, and the funding opportunity’s specific terms and conditions

• Enter proposal information into MAESTRO to route for review and approval

• Submit the proposal to the sponsor
Contract Negotiation

The role of contract negotiators is to protect the interests of the Texas A&M System while considering the impact of proposed agreement terms on the researcher, students, System member, and sub-recipients. Contract negotiators:

- Review and negotiate the terms and conditions of agreements to ensure compliance with applicable A&M System policies and federal and state regulations
- Review and address any exceptions included in the Request for Applications at the time of proposal preparation
- When necessary, negotiators engage the Office of General Counsel, Texas A&M Technology Commercialization, Risk Management, and System member offices to determine optimal agreement terms
- Track agreements through to full execution
Post-Award

Texas A&M Sponsored Research Services’ post-award team is committed to providing expertise in:

- Project management
- Accounts receivable
Project Management

Project management of externally-funded research projects throughout the lifecycle of an award includes, but is not limited to:

• Timely award set up

• Ensuring project compliance with System member’s policies, state and federal regulations, and sponsor terms and conditions

• Providing researchers with project burn rate, budget forecasting, and ensuring expenditures and revenue balance

• Assisting researchers with preparation/submission of sponsor required reports

• Closeout
Accounts Receivable

Sponsored Research Services accounts receivable team is committed to providing:

• Sponsored project invoicing for cost-reimbursable, fixed-price, and fixed-rate research projects. The sponsor award document dictates the type and frequency of invoicing

• Under the terms of some awards, accounts receivable can draw down funds using the sponsor’s electronic payment system

• Outstanding invoices are monitored by accounts receivable and, when necessary, stakeholders are engaged regarding aged receivables

• Preparation and submission of financial reports required by sponsors
Modular Application for the Electronic Submission and Tracking of Research Operations (Maestro)

The Research Information Systems department is tasked with developing, implementing, and maintaining the enterprise information system named Maestro for all A&M System institutions that administer research projects.

Goals:

- Provide researchers with timely and accurate information needed to manage their research activities
- Publish up-to-date research key performance indicators for all A&M System institutions and The Texas A&M University System Board of Regents
- Provide system solutions to streamline research administration processes to minimize inefficiencies and improve turnaround time
Questions?