Cal Poly Humboldt

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Fall 2022

Office of Research & Sponsored Programs Newsletter

Office of Research & Sponsored Programs

OFFICE OF RESEARCH &
SPONSORED PROGRAMS

Newsletter

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- 2023 CSU Student Research Competition Now Open!

Featured Articles:

Sponsored Programs Foundation Distributes $683K to Cal Poly Humboldt Research Community

Cal Poly Humboldt's Sponsored Programs Foundation (SPF) is distributing **$683,031** to faculty, staff, and departments this year, based on their grant activity. These funds are intended to stimulate and incentivize externally sponsored research. The SPF Board of Directors approved the funding at the September 27th meeting. SPF is a non-profit of the University, and it exists to administer externally funded grants and submit proposals to funding agencies on behalf of Cal Poly Humboldt. It receives revenue by collecting indirect costs in each proposal that is submitted through SPF. Each year after operating costs are met, previously unallocated indirect revenue is available to be distributed back to the campus research community.

The purpose is to provide funding that can be applied to further research and student success at Cal Poly Humboldt. These funds can be used by faculty and staff researchers to expand opportunities for students to participate in undergraduate research, help identify and pursue potential sources of research grants, engage in scholarly and creative activity, or develop their research facilities. These funds help to support the research goals outlined in Humboldt's strategic plan, which include developing a campus-wide focus on externally funded research and to foster supportive collaborations for grant writing and research. Past distributions were made in prior years, and **in total SPF has distributed $7.2 Million back to Cal Poly Humboldt since 2011**.

For more information and metrics from the most recent Board of Director's meeting, click here.

Did you know...

During FY 2021/2022, the Office of Research & Sponsored Programs Foundation submitted over 304 new proposals, totaling over **$132 million**, and received 205 new awards, totaling over **$61 million**; another record breaking year for Cal Poly Humboldt! We are currently managing 632 Active Projects with a total award value of **$116 million**.

11th Annual PI Celebration

Cal Poly Humboldt Sponsored Programs Foundation hosted our annual celebration for Principal Investigators (PIs), their staff, and student researchers. This year, we returned in-person at the Historic Eagle House in Eureka. The evening included mini research "TEDTalks" from Dr. Alison O'Dowd (Environmental Science & Management), Dr. Jianmin Zhong (Microbiology and Cellular Molecular Biology), John Ballard and Dan Phillips of Lost Coast Ventures, and Dr. Gregg Gold (Psychology) with his collaborator Dr. Jennifer Lucero, Associate Dean for Admissions at the David Geffen School of Medicine at UCLA. We enjoyed interacting with you all and look forward to celebrating research with you in the future. Thank you to Denise Tomkinson for recording the TEDTalks. To watch the recordings, please click on the thumbnails below to be directed to our YouTube channel.

Dr. Alison O'Dowd: Klamath Basin Food Web Study

Dr. Jianmin Zhong: Promoting Student Success; Health Professions Pathways Program

Dr. Gregg Gold: Cannabis Research & Dr. Jennifer Lucero: UCLA Medical School Summer Scholarship Program

John Ballard and Dan Phillips: Lost Coast Ventures

McCrone Awards: Now Accepting Nominations

The McCrone Promising Faculty Scholars Award will recognize up to 3 of Cal Poly Humboldt's Junior faculty, acknowledging their potential in their field of research, and encouraging their continued achievement. Successful applicants will be awarded $1,500 in the spring to further their research and creative activities.
Deadline for Nominations: Thursday, February 2, 2023 by 11:59pm

The Alistair and Judith McCrone Graduate Fellowship Fund was created to honor Dr. and Mrs. McCrone, who together shepherded Cal Poly Humboldt and its students for over a quarter of a century. One award in the amount of $3,000 will be given to a graduate student to further their research at Humboldt.
Deadline for Nominations: Thursday, February 2, 2023 by 11:59pm

Applications for nominations for both can be found on the Engagement Hub.

Executive Director Corner

What an exciting way to kick-off to this academic year! Sponsored Programs Foundation celebrated a major milestone in September with our 70th Anniversary. It was such an amazing night celebrating with PI's and our research community. Thank you to everyone who was able to be present and share in such a special occasion. To hear stories from past board members on how far the foundation has come since 1952, and be able to reflect on my own past 12 years with SPF, I was left with immense pride and gratitude for what we've built at Cal Poly Humboldt. It feels like we're at a high point in so many ways, and even then like we still have miles to go. Our team has expanded to accommodate the rapid growth of external funding and continues to impress me every single day with their talent and dedication to supporting our PI's. There are still many growing pains for the campus and new challenges emerging that we'll need to address quickly. But we will work through it, together, to make sure we align SPF's success with the new strategic vision of being a thriving Polytechnic university.

Featured Funding Opportunities

NEH: Public Humanities Projects

Supports projects that bring the ideas of the humanities to life for general audiences through public programming. Projects must engage humanities scholarship to analyze significant themes in disciplines such as history, literature, ethics, and art history and must reach broad and diverse public audiences in non-classroom settings in the US. Projects should engage with ideas that are accessible to the general public and employ appealing interpretive formats. Categories include Exhibitions, Historic Places, and Humanities Discussions, at two funding levels (Planning: up to $75,000; Implementation: up to $400,000). Proposed projects may include complementary components: for example, a museum exhibition might be accompanied by a website or mobile app. Application Deadline: January 11, 2023

NEH: Media Projects

The Media Projects program supports the development, production, and distribution of radio programs, podcasts, documentary films, and documentary film series that engage general audiences with humanities ideas in creative and appealing ways. Projects must be grounded in humanities scholarship and demonstrate an approach that is thoughtful, balanced, and analytical. Media Projects offers two levels of funding: Development and Production. Funding between $75,000 and $700,000. Application Deadline: January 11, 2023

NEH: Digital Humanities Advancement Grants

This program supports innovative, experimental, and/or computationally challenging digital projects, leading to work that can scale to enhance scholarly research, teaching, and public programming in the humanities. There are three levels of funding between $75k and $350k. Application Deadline: January 12, 2023

NEH: Climate Smart Humanities Organizations

The Climate Smart program supports humanities organizations by funding activities such as energy audits, risk assessments, and meetings with consultants. This is to anticipate operational, physical, and financial impacts of climate-related events on their institutions, while also reducing their own impact on the environment. Maximum award amount is $300,000. Application Deadline: January 17, 2023

NSF: Racial Equity in STEM Education

NSF Directorate for Education and Human Resources seeks to support bold, groundbreaking, and potentially transformative projects that contribute to advancing racial equity in STEM education and workforce development through practice and/or fundamental or applied research. Application Deadline: January 17, 2023

NSF: Build and Broaden (B2): Enhancing Social, Behavioral and Economic Science Research and Capacity at Minority-Serving Institutions

Build and Broaden (B2) supports fundamental research and research capacity across disciplines at minority-serving institutions (MSIs) and encourages research collaborations with scholars at MSIs. Proposals that outline research projects in the Social, Behavioral and Economic sciences that increase students' pursuit of graduate training, enhance PI productivity, build research capacity, or cultivate partnerships are especially encouraged to apply. Application Deadline: January 19, 2023

Humanities for All Project Grants & Quick Grants

This grant program from California Humanities supports projects in the public humanities that respond to the needs and interests of Californians and encourage greater public participation in humanities programming, particularly by new and/or underserved audiences. Appropriate formats include virtual and in-person community dialogues, reading and film discussion groups, oral history workshops, non-fiction workshops, speaker series, and many more activities based in humanities disciplines. Project Grants are up to $25,000 (with a match requirement) and Quick Grants are up to $5,000. Application Deadline: February 1, 2023

NEW: Pre-Award Support Coordinator

Sponsored Programs Foundation is pleased to welcome Ruby Bailey as our new Pre-Award Support Coordinator. Ruby's responsibilities include training staff and faculty to use Pivot, Cal Poly Humboldt's grant searching database, and assisting in proposal review and editing. Ruby also provides direct grant search support, offering one-on-one meetings to discuss funding needs and assisting in finding grant opportunities.

Ruby received a bachelor's degree in Psychology from Cal Poly Humboldt in 2022. Prior to joining SPF, Ruby worked in various campus departments, including Office of Admissions and CHECK IT. In her free time, you'll find her roller skating or playing video games. To schedule a Pivot training and/or meet with her to discuss a funding search, email rmb105@humboldt.edu.

Reminder!

Pivot is regularly updating their grant database, and currently has a total of **$102.46 billion** in funding available. Use Pivot to search for funding, find collaborators from within and outside the institution, and view our Curated Lists of funding opportunities.

Recap of Fall Events

On September 16, Dr. Cutcha Risling Baldy gave an informative and inspiring presentation titled *Implementing Grant Writing into Your Classes*. She discussed how she integrates grant writing into her coursework, the role students have taken in choosing projects, and the multiple benefits of encouraging student participation in all stages of the grant process. Resources and examples of previous assignments were provided as well as examples of student work. Stay tuned for future presentations and workshops. To view a recording of her presentation on our YouTube channel, click here.

On October 6, Sponsored Programs Foundation hosted the *1st Biannual Speed Networking Event* with a Sustainability theme. Staff and faculty from across campus brainstormed research and program ideas with each other and discussed what sustainable research means. Stay tuned for future speed networking events!

PINK TEAM REVIEW

For early stages of conceptualizing a proposal. Contact SPF at least **three months prior to the submission deadline**. Proposer gives 10-15 minute presentation via Zoom to 2-3 reviewers of their choice. Review team discusses the proposed project for the rest of the hour. Reviewers will *not* be compensated.

RED TEAM REVIEW

Full proposal review by an expert of the proposer's choice. Requires a <u>95% complete proposal no later than five weeks before the submission date</u>. Contact SPF at least **6 weeks prior to submission deadline to coordinate.** SPF recruits one reviewer from a list provided by the proposer and facilitates the review and follow-up Zoom meeting. Reviewer will be compensated.

GOLD TEAM REVIEW

For large-scale, complex, institution-wide proposals. Requires a <u>95% complete proposal narrative a minimum of 6 weeks prior to the submission deadline.</u> Includes a panel review of 2-3 experts from a list suggested by the proposer. Contact SPF **7 or 8 weeks prior to the deadline to coordinate**. SPF will recruit reviewers, and coordinate reviews and a zoom follow-up. Reviewer will be compensated.

Team Review Program for Proposal Development

The Team Review Program is designed to facilitate review and direct feedback on your grant proposal from an expert (or experts) in your field. You might choose someone who's successfully received this grant before, someone who is more advanced in the field than you, someone with expertise outside of your field, or you may choose the person you think is your biggest detractor – because not only will they provide a ton of feedback, they will also be ineligible to serve on the review committee.

This program offers three different options: 1) coordination of an informal Zoom discussion with your peers in the early stages of a grant idea; 2) formal review of a full proposal by an expert of your choice, or 3) formal review of a full proposal by a team of three experts of your choice (only for large, complex, institutional grants). Please note the deadline requirements for each level of review are <u>6–7 weeks prior</u> to the application deadline.

For questions, please contact SPF Research Development Lead, Erika Wright at Erika.Wright@humboldt.edu

SPF Grant Matching Program

In recognition of the difficulty of coming up with matching funds that meet the requirements of some grant proposals, SPF has partnered with Advancement to offer a pool of money available to any Humboldt Researcher up to **$10,000** in matching cash funds. If you are interested in a grant that requires match, contact your Pre–Award Specialist to find out more. Signing up is easy!

Grant Writing Workshops

The Office of Sponsored Programs is collaborating with the Dean's Offices to offer intensive 6 part grant writing workshops for faculty and research associates who are beginning grant writers. We hosted our first workshop with CAHSS in Summer 2022 and it was a hit! (Keep an eye out for the CAHSS Summer 2023 applications.) Applications are currently open for <u>CPS Faculty and Research Associates</u> for 2023. Dates and times to be determined based on cohort availability. Applications close at the end of the semester. To learn more and to apply, visit the <u>Engagement Hub</u>.

Where's my money? Internal processing timelines

Does it feel anticlimactic to receive an award and then have to wait a few weeks or even months before you can spend the money? We hear you! To help manage expectations and provide a clearer understanding of the process, here's SPF's internal process and timeline:

- Contract negotiations, which are handled by your Pre-Award Specialist, can range from a day to several months. Once the contract is signed by all parties, it is what we call *fully executed*.

- At that point, the Pre-Award Specialist hands the project over to the Post-Award team. After that hand-over, it typically takes 7-10 business days for that new fund to be created in our Accounting & Payroll systems. That's the average length of time you could expect to wait. Once the fund set-up process is complete, your Grant Analyst will contact you to schedule the New Project Orientation.

- During the 7-10 day handover wait time, SPF treats the project as not having yet started, even if the start date on the award agreement has already passed. During this wait time, no charges can be made and no expenses can be incurred, including the hiring and onboarding of new personnel.

We appreciate your patience and collaboration in this process!

Winter Grant Submissions

The second half of fall semester is a busy time, and the holidays will be here before you know it.... Are you thinking about applying for any grants with submission deadlines close to the holidays and winter break (December through early February)? If the answer is **yes**, please come talk to your Pre-Award Specialist now, so we can create a realistic submission roadmap that takes your holiday plans into account, as well as the campus and SPF holiday closure periods.

No time to write a grant? Apply to our Incentives Program!

Be sure to visit the Engagement Hub where you can access all internal funding opportunities in one place! We've recently launched our annual **Incentives Program for Faculty Research and Grant Development** which provides summer 2023 salary or release time Fall 2023 or Spring 2024 to support faculty in developing and submitting full proposals to external funding agencies and organizations. Deadline for applications is **January 30th, 2023.**

Financial Services

SPF would like to acknowledge and apologize for the challenges many of our programs have faced over the last year with Cal Poly Humboldt's transition to CSUBuy.

This summer's research season in particular has been difficult and frustrating for many of you. The dramatic increase in grant activity has overloaded our Business Services Partners as they concurrently work to fill vacancies and to re-build a stronger support system for research at Cal Poly Humboldt.

Accounts Payable (AP) is doing their best to keep pace with the growing needs of the campus, and in particular Sponsored Programs. Since the start of fall semester, we have all felt an increase in confusion and frustrations around the reimbursement process.

To help alleviate some of the current issues here are a few reminders, suggestions, and offers for assistance:

- When submitting reimbursements for **SPF transactions, only use DocuSign Forms** located in our SPF Forms Library. SPF has no visibility/access to documents submitted or routed using Adobe Sign. If you submit/route something using Adobe Sign, your Grant Analyst cannot locate/check the status for you like we can with DocuSign forms.
- SPF will be offering AP Drop-In Zoom Hours every **Monday, Wednesday, Friday from 2:00-3:00pm** starting 9/21/22 to assist you with any reimbursement related questions or concerns before you submit.
- Using a ProCard alleviates the need for most out-of-pocket expenses and reduces processing times for Accounts Payable. SPF strongly encourages every Principal Investigator and administrative staff member to submit a ProCard Application now if you have not done so already. Both SPF and AP offer training and support for using and reconciling ProCards.

Thank you for your patience and understanding. If you have any questions or need additional support please don't hesitate to contact us at hsuf@humboldt.edu or 707-826-4189.

Post-Award Corner

Our focus for Post-Award grants management encompasses three areas: training, monitoring, and reporting. Post-Award services provide support to your project throughout the life span of your grant.

Find the contact information for your Grant Analyst on our website.

Drop-In Zoom Hour

SPF is offering a Drop-In Zoom Hour every **Monday, Wednesday, Friday from 2:00-3:00pm** starting 9/21/22.

Please take advantage of these open drop-in sessions if you don't feel confident with anything that you're submitting to Account Payable! The more corrections we can make with you on the front end, the quicker your reimbursements will be processed. The drop-in session can be used for:

- Assistance with completing DocuSign PowerForms.
- Assistance with completing Travel Claim Forms or requesting travel advances.
- Reviewing your chartfield string information.
- General support with any reimbursement related questions.
- Assistance with reconciling ProCards.
- Questions about using a ProCard or Personal Liability Travel Card.

ProCard Reconciliations Reminders

ProCard reconciliation reports are due every month, around the 15th of each month. The timeframe to edit transaction chartfields in PeopleSoft lasts approximately 7 days. It is *critical* that all SPF ProCard holders update their expenses chartfields *and* submit their ProCard reconciliation packet to Accounts Payable during this window of time.

When a ProCard reconciliation packet is submitted late or submitted incorrectly (missing receipts or approval signatures), the card holder will receive an email notification from Accounts Payable with directions to submit as soon as possible. At this time, if the card holder has not edited their chartfields in PeopleSoft, they must work with their SPF Grant Analyst to also submit a Change Order Request along with their late reconciliation packet.

If you are unable to update your expense chartfields because you are out of town or have other extenuating circumstances, please call SPF as soon as possible. A Post-Award Grant Analyst can assist you!

ProCard reconciliation packets that have not been submitted/corrected by end of the following ProCard cycle will result in corrective action, including but not limited to a temporary suspension of the card. SPF ProCards that have been suspended can only be reactivated at the discretion of a Post-Award Grant Analyst.

For assistance with reconciling:
- SPF Drop-In Zoom Hour every **Monday, Wednesday, Friday from 2:00-3:00pm**
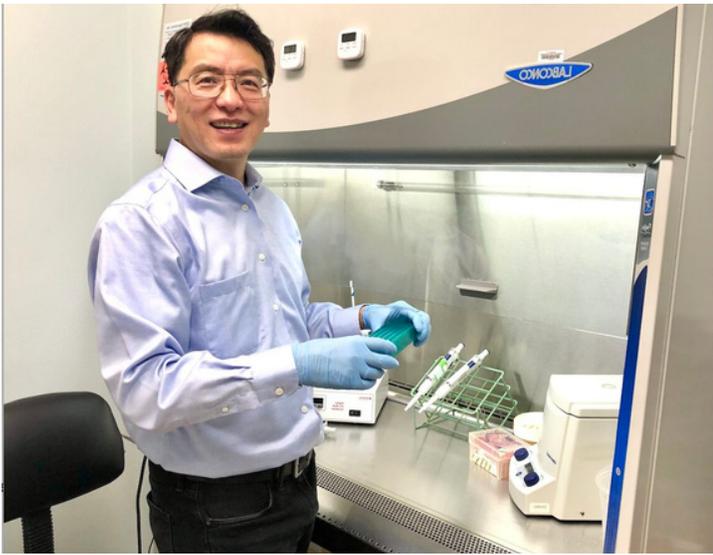- AP ProCard Reconciliation Training (various dates, all listed here)

NEW: Project Closeout Coordinator

The foundation has opened arms to another new position, Project Close Out Coordinator, Mailani Souza. Mailani's position will now be at the center of processing projects with an upcoming end date. She will be admin support for Post Award & Compliance with regards to close out tasks for expiring projects as well as maintaining digital records for awards & other fund related policies. If you receive a communication from Mailani (rks14@humboldt.edu), it will likely be to notify you that your project end date is getting closer or a general inquiry about expenses related to a project ending.

Mailani was born and raised in Hawaii where she received a Bachelor of Science in Agroecology and Environmental Quality from University of Hawaii at Hilo. She also attended Humboldt as a part of the National Student exchange program and fell in love with the redwoods. Mailani has experience working with a variety of schools and nonprofits throughout Hawaii, teaching sustainability courses and managing grants for local and national organizations. She returned to Humboldt in 2021 and joined the SPF team in August 2022. In her free time, you might find her hiking in the forest or bundled up in a sweater on the beach.

Dr. Jianmin Zhong

Microbiology and Cellular & Molecular Biology

Dr. Jianmin Zhong, a Professor in the Department of Biological Sciences and the PreMed advisor on campus, was recently appointed as a Diversity and Equity Faculty Fellow. In the past month, Dr. Zhong has received two large, 5-year grants. One grant, from the National Institutes of Health (NIH), will support research into a novel and potentially dangerous bacterium in deer ticks, Rickettsia species phylotype G022. Study findings will provide insights into whether the G022 bacterium poses a risk of infection to humans and domestic animals across the Pacific West Coast, identify strategies focused on reducing the frequency of diseases caused by the bacterium, and result in official scientific naming of the bacterium.

The other grant is from the California Department of Health Care Access and Information's Health Professions Pathways Program. Dr. Zhong's proposal had **the highest final score** among all California Public Universities, higher than any other CSU or UC. This project will engage Cal Poly Humboldt and

College of the Redwoods students, to gain meaningful internship experiences in primary care, behavioral health, and geriatrics in Humboldt and surrounding counties. Humboldt County is a health professional shortage area (HPSA) and a Medically Underserved Area, and yet serves as the regional hub for health care for the surrounding three counties (Del Norte, Siskiyou, and Trinity), which are even more critically ranked as HPSAs. The broader impact of the project aims to enhance institutional capacity to build a more inclusive and diverse workforce motivated to serve rural populations and contribute to better health outcomes for these populations.

The project's overall objectives are to narrow the equity and opportunity gap and inspire students from historically underrepresented groups and disadvantaged backgrounds to pursue high-impact healthcare careers in rural areas. This grant will enhance pre-med focused partnerships between College of the Redwoods, the Humboldt Del Norte County Medical Society, and Cal Poly Humboldt Centers of Community Based Learning (CCBL) and Academic and Career Advising (ACAC). In doing so, this project will significantly contribute to our goal of further institutionalizing support services and opportunities that broaden participation in pre-med career pathways for students from traditionally underrepresented backgrounds.

Dr. Zhong is very committed and hardworking, and his dedication motivates others to put forward their best efforts. The range of research topics he has pursued in the past year reflects a strong commitment to the campus community beyond his own lab and classroom.

Student Spotlight: Joshua Martinez

Joshua Martinez is an undergraduate student studying biology with a cellular/molecular concentration. He's currently the Secretary of the Pre-med Club on campus, and aspires to someday attend medical school. Over the summer, Joshua was selected to participate in the UCLA Pre-Medical Enrichment Pathway Program (PREP), a free, four-week program providing medical school readiness preparation and mentorship to students from disadvantaged backgrounds. We talked with Joshua to discuss his experiences with the program.

Note: Responses have been truncated for size.

Joshua Martinez (right) stands with with Dr. Jennifer Lucero, MD, MA (left) the Associate Dean for Admissions at UCLA David Geffen School of Medicine, after receiving his PREP certificate of completion.

Why did you choose to participate in PREP?

"I chose to participate in the PREP Program because UCLA is my dream school in terms of that is the school I would like to attend for medical school. This opportunity being focused around students who come from an educationally or economically disadvantaged background resonated with me because many of us who come from this sort of environment feel as though we can not achieve much. So by going to a program where we are all unique yet similar seemed like the greatest opportunity for me."

What was your favorite and/or the coolest aspect of being a part of PREP?

"My favorite aspect about being part of PREP was definitely the cohort. The support we all showed each other was something I never experienced before. Another cool aspect was all the resources we have access to since we are now in a way affiliated with UCLA's David Geffen School of Medicine (UCLA DGSOM), having connections with many people such as the admissions team, financial office, physicians, and other PREP alumni. "

What was one of your biggest takeaways from PREP?

"Honestly, one of the biggest takeaways from PREP has definitely been that realization that I do belong and that I can achieve this dream. From all the lectures we had from different physicians, med students, and others, this is something that they kept telling us and hearing about their background really made us realize we can achieve it."

Any suggestions for students who are thinking about participating in PREP?

"Biggest tip I have is to not be afraid to ask questions. I found that no matter what the question is, people are more than happy to help you. Also, to not be afraid to go out of your way to speak with the doctors all around you. They are more than happy to help you if they can, or they can help point you to someone else."

What are your future educational/career aspirations?

"Currently, my plans are to take a gap year to focus on work and doing a postbacc, and then applying to medical school in 2024. But my end goal is to hopefully become a cardiac surgeon or a pediatric cardiologist. Though that is my current dream, I am open to other possibilities in terms of other specialties."

Students interested in learning more about PREP can contact Gregg Gold at gregg.gold@humboldt.edu.

2023 CSU Student Research Competition Now Accepting Applications!

We are pleased to announce that the 37th annual CSU Student Research Competition is now open! The competition promotes excellence in undergraduate and graduate research and scholarly and creative activity, by recognizing outstanding student accomplishments throughout the 23 campuses of the California State University (CSU).

36th annual Student Research Competition participants from Cal Poly Humboldt

Each campus may select up to 10 entries to send to the final round, which will be held at San Diego State University on April 28 and 29, 2023. Sponsored Programs will pay approved travel costs for each student selected to represent Humboldt in the statewide competition. To be considered at the Humboldt level, a student will need to submit a written summary of their presentation. The deadline for submissions is **Tuesday, January 31, 2023**. Contact Susan Brater at 707-845-8933 or sb64@humboldt.edu with any questions.

Save the Date: ideaFest 2023

The Office of Research, Cal Poly Humboldt Library, and MarCom would like to invite you to participate in the 10th Annual ideaFest! Each year, more than 400 students, staff, and faculty from Humboldt showcase their research, performances, creative projects, and more. This year's ideaFest will be on May 5, 2023. Stay tuned for more information coming soon!

Our Front Office staff act as the first point of contact to assist faculty, staff, and students.

We strive to offer excellent customer support to direct in whichever services you may be seeking from our office.

Find contact information for the Front Office staff on our website.

Upcoming Minimum Wage Update

Effective **January 1, 2023**, the California minimum wage will be increased from $15.00 to **$15.50/hr. for Non-Exempt Employees**, and from $30.00 to **$31.00/hr. for Exempt Employees**.

If you have Non-Exempt employees currently appointed _at less than $15.50/hr._, we will post these new rates of pay for you/your employees and notify you when they are available in KRONOS. No action will be needed on your part. These changes will become effective for the **January 1-15th pay period**.

If you have Exempt employees currently appointed _at less than $31.00/hr._, our office will contact supervisors over the next month to determine if the grant budget can accommodate those pay increases, or if we will need to recategorize those employees as non-exmept moving forward. All HR actions reflecting those changes will need to be submitted prior to the winter break campus closure.

If you have any questions regarding any of these updates, please feel free to contact our SPF Front Office at (707) 826-4189 or hsuf@humboldt.edu.

NEW: HR Coordinator

At the beginning of summer 2022, SPF happily hired an internal HR Coordinator, Lizzy Peterson. She's the new go-to person for timesheets, hiring and other KRONOS related items. She's available for KRONOS and recruitment related questions at lp216@humboldt.edu.

Lizzy was born and raised in Sonoma County and relocated to Humboldt in 2018. After working in the beauty industry as a licensed Esthetician for 10 years, she entered the healthcare field, working for St. Joseph Primary Care & Specialties for 4 years. During her time at Primary Care, she was instrumental in orchestrating COVID-19 Vaccine and Testing clinics for the community. She considers this one of her proudest achievements and finds fulfillment in helping the community in any way she can. Lizzy and her husband fell in love with Humboldt while she was pregnant with their daughter, and feel lucky to be able to raise her here. She joined the SPF team in 2022, and when she's not working you can find her taking ballet class or hiking with her family.

Time and Effort 2.0: 87% Reduction in Administrative Burden

Time and Effort is an after-the-fact review of payroll charges that applies to individuals that work on Federally funded projects. This regulation became more flexible when grant compliance shifted from OMB Circulars to 2 CFR 200 Uniform Guidance. Because payroll charges are a significant portion of grant expenditures, usually estimated around 2/3 of total costs, many organizations, including Sponsored Programs Foundation, maintained their same process.

That is no longer the case! Beginning with the spring of 2022, the Compliance Office has updated the policies and procedures to fully align with 2 CFR 200 Uniform Guidance. This change will result in a roughly 87% reduction in the number of Time and Effort certifications that are needed. The annual cost savings from this are estimated between $10,000 – 15,000.

So, what changed? Instead of reporting on all employees that work for both SPF and Cal Poly Humboldt (OMB regulations), we are now only reporting Time and Effort for employees that have payroll based on budget estimates, such as salary buyout or release time. Consolidated reporting periods (now from Jan. – June 30 and July 1 – Dec. 31, instead of spring, summer, and fall) will reduce the number of Time and Effort certifications needed by roughly 1/3.

This is an exciting change for SPF! Time and Effort has been a burdensome process in its previous iterations. Now SPF can help other CSU members update their policies and procedures if they haven't already. Additionally, SPF's Compliance Officer will be presenting on this topic at the next NCURA conference, March 6-8, 2023.

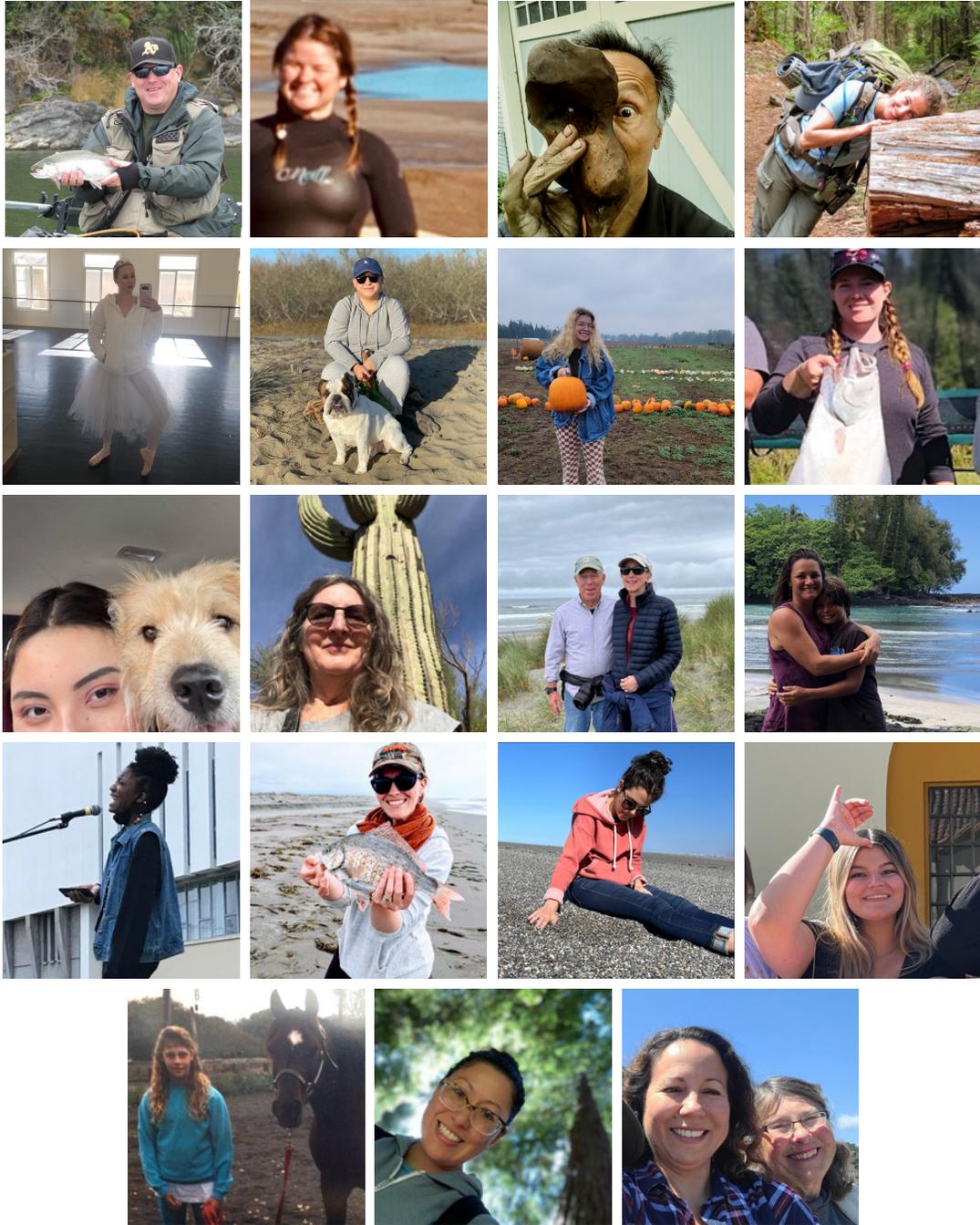# Sign up for Research Portal Announcements!

If you haven't signed up for our portal announcements, then you've been missing out on emails about upcoming internal and external funding opportunities, webinars, workshops, and other grant related events. If you were previously following us, but you haven't received an email from us in the last few weeks, you might need to go back in and sign up again. You can sign up by going to the bottom of your My Humboldt page, or directly by clicking here. Choose PMC_Research.

Research, Scholarship, and Creative Activities (RSCA)

This year's Research, Scholarship, and Creative Activities (RSCA) competition awarded Cal Poly Humboldt Faculty a total of **$53,286** to support one-time mini grants.

We would like to thank everyone for participating in the Research, Scholarship, and Creative Activities Program this year and wish you luck in your future research and creative endeavors! Please help us in congratulating the following 11 awarded faculty:

- **Tawanda Gara,** Environmental Science and Management, Project: *Retrieving tree species diversity via leaf functional traits using remote sensing*

- **Jun Ou,** Environmental Resources Engineering, Mechanical Engineering Program, Project: *Pilot Research and Development for Intelligent Casting Processes*

- **Jessie Cretser-Hartenstein,** Journalism & Mass Communication, Project: *Journalism Degree Motivations*

- **Jo Archibald,** Environmental Resources Engineering, Project: *Soil Moisture and Runoff Dynamics at the Airport Microgrid Project*

- **Rafael Cuevas Uribe,** Fisheries Biology, Project: *The effect of temperature on bull kelp*

- **Michelle Cartier,** Art and Film, Project: *Cal Poly Humboldt Film & Digital Humanities Program and Professional Development*

- **Marie Antoine**, Biological Sciences, Project: *Cal Poly Humboldt Lichenarium*

- **Jose Marin Jarrin**, Fisheries Biology, Project: *Use of Baited Remote Underwater Videos to improve monitoring of nearshore marine habitats in Northern California*

- **Silvia Pavan**, Biological Sciences, Project: *Expanding the reaches of the Vertebrate Museum at Cal Poly Humboldt and accessing genetic data from local species*

- **Caglar Dolek**, Sociology, Project: *Marginalized Poor and Sociological Imagination: A Teaching Development Project*

- **Frank Fogarty**, Wildlife, Project: *Demographics, condition, and morphometry of migratory and wintering waterfowl in the Humboldt Bay*

The Office of Research wants to congratulate all of our PI's and their amazing Staff on their many accomplishments and notable awards this year.

CAL POLY HUMBOLDT
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