



January 2022 Newsletter

- NIH Steps Up Security with Two-Factor Authentication
- Best Practices and Strategies for Successful Proposal Submission
- Believe it or Not!
- Exam Schedules
- Ready to Recertify?
- Contact Hours Opportunities
- Employment Opportunities
- RACC Links



Welcome 2022! May this year bring us
bring us together with good health,
prosperity, and well-being.
Happy New Year!

NIH Steps Up Security with Two-Factor Authentication **Evan Javel and Katie Mueller**

As many of us have heard in 2021, ransomware attacks are on the rise. Perhaps the most famous one occurred in May when Colonial Pipeline was forced to shut down their gasoline supply to much of the East Coast, but many more have been affected. The hack of an IT firm, Kaseya impacted as many as 1500 businesses in more than 16 countries, and Howard University was forced to cancel classes when their systems were hacked last summer. In the last year over \$304 million in ransomware attacks have hit worldwide. [Full Story](#)

Best Practices and Strategies for Successful Proposal Submission **Shelly Berry Hebb, Amanda Reitmayer, and Sarah Clift**

The ultimate goal of any submission is to submit a complete and correct proposal that has addressed the RFA criteria while complying with institutional policy in order to facilitate the grant award and set-up process. In order for this to occur it is imperative that proposal preparation and submission are built on the foundation of the research administrator having a clear understanding of the entire process. It is important to remember that submitting a proposal is more than just hitting a button, it requires institutional officials and the proposal team communicating through the entire proposal process regarding institutional policies and procedures, as-well-as the sponsors guideline and requirements. This article will address the process of submitting a proposal as-well-as identify the components of the budgeting process and potential compliance issues that should be noted during the pre-award stage. [Full Story](#)

Believe it or Not!

Have you ever had a faculty member hand you a check and say, “Here you go, this is my award!” This happened to me recently and it is not my first time. Each time my belly turns to jelly, and I think to myself, “Another award I have to unwind”. As Research Administrators, we know how to submit a proposal and turn it into an award. However, seasoned RAs have learned to work from the middle or the end of an award and unwind the documents. When we are handed a check with little to no other documents, we need to find or create the following: Statement of Work, budget, and budget justification. As well as review, edit, or create the terms and conditions. This will depend on the source, of course. The budget alone will cause heartburn knowing that we must incorporate the PI effort, fringe benefits, and of course indirect costs. Oh, the fights that I’ve had over the budget. More likely than not, the rouge PI negotiates his/her own award without the support of an RA and they “forget” a few details. That \$50,000 check can quickly turn into ~\$25,000 in direct costs and ~\$25,000 in indirect costs (again, depending on the source) and a very unhappy PI.

Please share your story! Use the "Believe it or Not" button, and send us your story. This is the one place where research administrators from all over can laugh, cry, and sympathize. We have all been there!

Believe it or Not

**Exam
Schedule**



To host a review session contact
Michelle Breton, Review Session
Coordinator

**Michelle
Breton**

Ready to Recertify?

Keep track of your contact hours and supporting documentation. If you have any questions on our recertification process, please contact
Susanne MacDonald.

Go to the RACC Website for vital information regarding recertification.

**Susanne
MacDonald**

Check out our social media pages for upcoming contact hour opportunities!

**Visit our
website**

Contact Hour Opportunities!

[Society of Research Administrators International](#)

[National Council of University of Research Administrators](#)

[Collaborative Institutional Training](#)

[Initiative \(CITI Program\)](#)

[Research Administration
Demonstration Series \(RAD\)](#)



Employment Opportunities

**View All Job
Postings**

Contact us to post employment opportunities on the RACC website.

Missed a Newsletter or want to review a topic?
See our **News & Events** page for prior Newsletter issues.

Are you interested in taking the Certified Financial Research Administrator (CFRA) Exam? Take the practice exam to test your skill.

CFRA Practice Exam

WHAT IS THE RESEARCH ADMINISTRATORS CERTIFICATION COUNCIL?

The Council is a private, independent, nonprofit organization that develops and administers a voluntary program for the certification of individuals who meet the requirements established by the Council.

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