



The Research and Development Center (CID, for its Spanish acronym) in coordination with the Center for Professional Enhancement (CEP) announce the schedule of the Research Administration Academy for the Fall 2009 semester. This academy consists of conferences, workshops, and a Successful Proposals Panel. It is intended for researchers, research administrators and other interested UPRM personnel. These series of workshops and seminars cover topics pertaining to pre-award and post-award, such as preparation of proposals, budgets, electronic submission, grant writing, and the administration of grants.

- All workshops, except CID 001, which is specifically for new UPRM faculty, will be on a Thursday from 10:30 am to 12:00 noon at the R&D Center Main Building - Room 123, unless otherwise announced.
- Preregistration is required for most workshops. Deadline for registration is one (1) week prior to the date of the workshop; by email: cid@uprm.edu or phone: X-5250, X 5203 or X-5235.
- Attendance to the CID 203—Use of American Express Corporate Card is compulsory for all requesting new AMEX corporate cards. This workshop will be offered three times during the semester.
- Faculty attendees will receive 1.5 contact hour credits per workshop. For credit-hours information, faculty may login on to: mi.uprm.edu, select: *My Programs*, then: *Horas del CEP*. Others will receive credit hours for participation from the *Oficina de Enlace con el Personal* (if Administrative Personnel).

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**RESEARCH ADMINISTRATION ACADEMY
PRE-AWARD & POST-AWARD SEQUENCES
FOR FALL SEMESTER 2009-2010**

PRE-AWARD SERIES

CID 001—August 7, 2009
Presentation to New Faculty

CID 002—August 20, 2009
Principles of Grantsmanship

CID 003—Sept. 29, 2009
Research Compliance and the Use of CITI

CID 101—August 27, 2009
Proposal Preparation at UPRM

CID 102—Sept. 3, 2009
Budget Preparation

CID 103—October 1, 2009
Successful Proposals Panel

CID 104—October 29, 2009
Electronic Submission of Proposals

POST-AWARD SERIES

CID 201—September 17, 2009
I got funded: Now what? Budget Issues

CID 202—September 24, 2009
Purchasing & Receiving Issues

CID 203—August 13, 2009
October 8, 2009
December 1, 2009
Use of AMEX Corporate Card

CID 204—October 22, 2009
Human Resources Issues

CID 205—November 5, 2009
Accounting Issues