

# Introduction to Sponsored Programs and Research (SPAR)

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**Director**

[spar.baruch.cuny.edu/](http://spar.baruch.cuny.edu/)



# Sponsored Programs and Research (SPAR)

- To facilitate and enhance the acquisition of external funding
- Support the College's mission of research, teaching and public service
- Make the pre- and post-award grant process as easy as possible
- It is important to SPAR that the PI has as painless an experience as possible
- SPAR website <https://spar.baruch.cuny.edu/>
- SPAR email: [SPAR@baruch.cuny.edu](mailto:SPAR@baruch.cuny.edu)

WE ARE YOUR RESOURCE!!

# SPAR Staff

Zolicia Abotsi, Director

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Melisa Mendez, Deputy Director

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Tara Smith, Grants Assistant

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Ana Alas Iglesias, Sponsored Programs Coordinator

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# SPAR

- Authorized Officials for Proposals
  - **No proposal shall be submitted to a sponsor without review and approval from the SPAR office.**
- Serves as Baruch College's liaison with the Research Foundation of CUNY (RFCUNY)
- Your on-campus resource for all your sponsored program and research needs

# SPAR Outreach

- Grants workshops
  - Various grant writing workshops
  - Post-Award Lunch & Learns
  - Building a Budget
- Monthly Newsletters
  - Sent out each month via email and posted on the SPAR website and in MS Teams
- Communication access
  - Telephone/MS Teams call access
  - **Baruch-SPAR Research Faculty Team**- a repository for information and discussion forum with your peers
    - Click [here](#) to Signup and Join

# Proposal Development

- Meet with us at SPAR
  - Melisa Mendez, Deputy Director, x2207 ([melisa.mendez@baruch.cuny.edu](mailto:melisa.mendez@baruch.cuny.edu))
  - Ana Alas Iglesias, Sponsored Programs Coordinator, x2209 ([ana.Alasiglesias@baruch.cuny.edu](mailto:ana.Alasiglesias@baruch.cuny.edu))
  - Zolicia R Abotsi, Director, x2211 ([Zolicia.Abotsi@baruch.cuny.edu](mailto:Zolicia.Abotsi@baruch.cuny.edu))
- We are happy to help!
  - Discuss an idea – even at the very earliest stage
  - Provide input, develop the concept and provide possible avenues for funding
  - Find the right funding fit for your project!
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# Finding Funding Opportunities

- Create a funding profile
  - Create and send a list of research keywords to SPAR
- Pivot COS: [https://pivot.proquest.com/funding\\_main](https://pivot.proquest.com/funding_main)
  - Free to use from any computer once you create an account from your CUNY computer.
  - Free to use from any CUNY IP address

# Ensure Institutional Compliance

- Ensure Compliance
  - Human Subjects
  - Federal Regulations
  - Responsible Conduct in Research (RCR)
  - Conflicts of Interests (financial, etc.)
  - Institution and Sponsor
- Budgetary Compliance
  - Subtract indirect costs from the amount available to spend
  - Reassigned Time
  - Summer Salary limitations (sponsor and Institution)



# Peer Review and Submission

- SPAR will coordinate an on-campus peer review of proposals when possible
  - **Volunteers needed!**
- SPAR submits proposals on behalf of the College
  - **No proposal shall be submitted to a sponsor without review and approval from the SPAR office.**

# Post-Award

- PI: "I got awarded."
- SPAR: "Congratulations!"
- PI: "How do I proceed from here?"
- SPAR will help with post-award tasks
- Always forward any award notices or communications that you receive from the sponsor to SPAR

# Post-Award

- Project Assistance
  - Human resources (e.g. New Hire and e-verification)
  - Purchasing
  - Travel reimbursement
  - Subcontracts
  - Reporting (Failure to do so gets creates potential for fines)
  - Liaison with funding agencies and/or the Research Foundation (including account establishment)
- Post-Award contacts at SPAR
  - Tara Smith, Grants Assistant, x2208 ([Tara.smith@baruch.cuny.edu](mailto:Tara.smith@baruch.cuny.edu))
  - Ana Alas Iglesias, Sponsored Programs Coordinator, x2209 ([ana.Alasiglesias@baruch.cuny.edu](mailto:ana.Alasiglesias@baruch.cuny.edu))
  - Zolicia R Abotsi, Director, x2211 ([Zolicia.Abotsi@baruch.cuny.edu](mailto:Zolicia.Abotsi@baruch.cuny.edu))



# Research Foundation CUNY (RFCUNY)



- Serves as the fiscal agent for all grants.
- Handles all financial transactions on grants and contracts
- Legal signatory on all awards
- [www.rfcuny.org](http://www.rfcuny.org)

# SUMMARY

- The Grants Office should be **kept in the loop at all times.**
- If you don't know, ask...If you think you know, check....If you are sure you know, double check!!

SPAR IS HERE FOR YOU!!!

# Questions/Comments

