office of sponsored programs administration

(Ospa)

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**Pre-Award Team (Proposals and Pre-Award)**

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**Note: Assignments effective 3/1/15**

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supporting research and sponsored programs

OSPA is the central point of coordination for research and sponsored programs and the University’s authorized representative for grants, contracts, and other agreements from external sponsors. Signature authority has been delegated by the Board of Regents, State of Iowa, to the Director of OSPA for negotiating and executing sponsored awards in support of research and other sponsored activities at ISU. **ISU faculty and staff should submit all proposals to OSPA prior to submittal to an external agency or sponsor for review and authorization.**

OSPA staff members are ready to help. We

* review and endorse proposals
* submit federal electronic proposal applications
* negotiate agreements\*
* accept and authorize awards
* interpret sponsor rules and guidelines
* provide post-award research administration

You will work with our Pre-Award Team on proposals and pre-award issues, and with our Awards Team on agreements and post-award issues.

See the full staff listing with responsibilities on the [OSPA Contacts web page](http://ospa.iastate.edu/contact/).

**Awards Team (Agreements\* and Post-Award)**

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