**OSPA Pre-Award Notes**

**Grant Coordinator Meeting 5/14/14**

New Pre-Award Administrator

Deb Moses has joined the OSPA Pre-Award Team and is handling proposals from LAS and CALS. You can reach Deb at 4-4567 or [dmoses@iastate.edu](mailto:dmoses@iastate.edu).

Postdoc Fringe Rates

* Estimated rate for FY 2015 is 33 – 35%.
* PIs can use an estimated rate in proposals now if they want.
* If using an estimated rate, please use a template OTHER THAN BOB. The fringe rate can be adjusted in the other templates.
* OSPA will update all templates when FY 2015 fringe and tuition rates are established.

Graduate Students as Co-PI

* When a grad student is the PI on a grant proposal, please list him/her as a co-PI on the gold sheet.
* This makes it easier to match up when the award is received.
* Grad students who are not in the payroll system cannot be added to Liquid Office. In this case, please include the grad student’s name in a note on the gold sheet.

CRA Study Group

* If you are interested in joining a study group to prepare for the CRA exam, please e-mail [ospa-proposals@iastate.edu](mailto:ospa-proposals@iastate.edu).