

GRADUATE CERTIFICATE IN RESEARCH ADMINISTRATION

Brief Course Overviews

Introduction to Research Administration

This course provides an overview of the complex environment that supports the partnership between the federal government, industry, and academic and clinical research institutions.

Financial Accounting for Sponsored Programs

This course provides an introduction to accounting in not for profit organizations. Students learn about the various sources which fund research projects including grants, gifts, restricted and unrestricted.

Leadership and Organizational Behavior

Students explore the role personality and individual style plays within organizations, specific to research administration, and begin to form a personal leadership philosophy. The purpose of the course is to examine the role of leadership and the effect it has on how people and organizations behave and interact.

Compliance, Regulatory Environments and Legal Issues

Federal and non-Federal awarding agencies and institutions that provide research grants and awards require rigid adherence to their requirements. Students are introduced to the federal requirements and other terms and conditions associated with acceptance of research grants.

Financial Management of Sponsored Programs

This course provides an introduction to the basics of financial management of sponsored awards; grants, contracts and cooperative agreements. Students gain an understanding of the principles governing cost allocation and cost reimbursement with emphasis on the distinction between indirect and direct costs and the importance of indirect cost recovery.

Contracts

This course provides a fundamental understanding of contract processes (pre-award and post-award) and typical format including those used by the Federal government. Students gain a basic understanding of the contracting process, how to research terms and conditions, and key elements in negotiating contracts.