

Research Administration

The School's Office of Research Administration assists faculty, postdocs, and graduate students with the development and submission of grant proposals for internal and external sponsorship of projects. We also work with School staff engaged in the day-to-day administration of proposals and funded projects to ensure compliance with University, state, federal, and sponsor guidelines and regulations. Our goal is to help applicants write the best possible proposal and, if funded, assist applicants in managing the award efficiently and effectively.

Pre-Award Administration

Catherine Thompson, CRA

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Pre-Award Administration assists with the following:

1. Preparation, review, and submission of new, resubmission, renewal, and supplement proposals and contracts, including budget development
2. Subawards/subcontracts (new at time of initial account set-up)
3. Non-funded agreements
4. Rebudgeting, prior approvals
5. PI exception requests
6. FCOI/Foreign Influence/Patent compliance
7. Notarial services

Centers, Labs, & Projects

<https://education.virginia.edu/faculty-research/centers-labs-projects>

School faculty, postdocs, and students are conducting research in a variety of ways across the school. From individual projects to research labs and centers, where ongoing research is taking place around a specific topic, we are examining closely many elements of the human experience. Below are a few of SEHD's most active research centers and initiatives.

- Center for Advanced Study of Teaching and Learning (CASTL)
- EdPolicyWorks Research Center
- Youth-Nex: The Center to Promote Effective Youth Development
- Center for Race & Public Education in the South (CRPES)
- STAR Autism Initiative

Grant Resources & Templates

[Box Folder resources](#)

[Recording of IES Grant Submission Process](#)

Senior Associate Dean for Research & Faculty Development

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Post-Award Administration

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Post-Award Administration assists with the following:

1. Post-award financial management issues
2. Faculty funding reports
3. Carryover outside of IES progress reports
4. No-cost extensions/at-risk account set-up and extensions
5. Labor Distribution issues/oversight
6. Subawards/subcontracts (extensions of current ones and new ones if needed after project has started)
7. Oversight of effort reporting
8. Facilitation of audits
9. Progress Reports and continuations

Faculty & Staff Policies & Procedures

<https://education.virginia.edu/faculty-staff/faculty-staff-policies-procedures>