

FALL 2016 GRANT ADMINISTRATION NEWSLETTER

IT IS OUR GOAL AND COMMITMENT TO PROVIDE EXCELLENT AND RESPONSIVE POST AWARD MANAGEMENT THAT ENSURES FISCAL INTEGRITY AND COMPLIANCE.

Grant Administration Newsletter

FALL 2016

CALIFORNIA STATE UNIVERSITY, **STANISLAUS**

Financial Services Grant Administration
Mary Stuart Rogers Building
One University Circle
Turlock, California 95382

ISSUE #13

We would like to welcome
all of our grant
community members
back to Academic Year
2016 -17!

Welcome Back

The direction in which education
starts a man will determine his
future in life.

Plato

GRANT ADMINISTRATION POST AWARD MANAGEMENT TEAM

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Starting Up



GREETINGS FROM POST AWARD GRANT ADMINISTRATION

A new year, a new beginning! Post Award would like to welcome our grant community back from summer break and take this opportunity to wish you every success in the new academic year. It is with sincere pleasure that we offer this special Fall 2016 edition of the Grant Administration Newsletter to spotlight a variety of sponsored program awards at Stanislaus State and invite you to join with us in celebrating our diverse and creative community. As we often like to convey, there are many programs and projects that our campus would not have without the benefit of sponsor agency awards, so it's only appropriate that we thank each and every one of you for your many contributions and celebrate you! Please enjoy this special showcase!

Respectfully,

Your Post Award Team

Grant Project Highlights

Student Support Services (SSS)



Since 1975, the Student Support Services (SSS) Program has been at work on the campus promoting student success in retention and graduation rates for traditionally underrepresented students. Funded by a *U.S. Department of Education TRIO grant*, SSS strives to help those students not only stay in college and graduate but propel them in their transition to higher educational pursuits when they do. Through a wide variety of services such as advising, counseling, curriculum planning, tutorial assistance, scholarships for qualified and eligible students, peer mentoring, access to computer labs and writing support, the project is committed to providing identified students with equal access to educational opportunities. Currently overseen by *Jill Tiemann-Gonzalez, Principal Investigator and Director*, the program provides service to qualified applicants if they are either low income, first generation college students, and/or are registered with a disability hindering academic performance.

Dr. Kang - Biology

With a grant awarded from *Myongji University of the Korean Rural Development Administration of the Republic of Korea*, Dr. Choong-Min Kang, Associate Professor of Microbiology in the College of Science (seen here with his undergraduate students Paul Coates and Carla Antypas), has undertaken exciting collaborative research with Dr. Joo-Won Suh at Myongji U. in the development and commercialization of freeze-dried almond/rice yogurt products. The tablets in the picture are a sample of the probiotic which includes a beneficial microorganism, *Lactobacillus Helveticus*, that produces tripeptides known to decrease hypertension. Dr. Kang and his team are further interested to discover how the strain will produce tripeptides by genome sequencing and utilizing biochemical analysis of the enzymes that may produce the tripeptides.



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Central California Information Center



The **Central California Information Center (CCaIC)**, housed in the Department of Anthropology, has been an archiving workhorse for 36 years at Stanislaus State and is one of the founding centers for the California Historical Resources Information System (CHRIS) established in 1979. **Elizabeth Greathouse, M.A.**, has been the coordinator of CCaIC since 1991. Under a **Cooperative Agreement with the State Office of Historic Preservation**, the center acts as the official repository and data sharing archive for archaeological and historical information within the 7-county area and provides dissemination of the inventory for all the agencies that comprise the CCaIC. The projects allow for student involvement for academic credit and as student assistants.

In addition to her coordinator position within CCaIC, Ms. Greathouse also serves as PI for the **CalFire Cooperative** that provides fieldwork in any area of California where CalFire needs assistance. Projects include archaeological surveys, excavation when needed, documentation of archaeological and historical resources, and evaluation of historic buildings and structures. Fieldwork is overseen and conducted by Dr. Lewis Napton and Ms. Greathouse; students are utilized for projects when allowed. *Above: Ms. Greathouse at a project site in Fresno County. Opposite from the left: Dr. Napton, with a team of student interns, surveys an archaeological site in El Dorado County.*



Established in 1992 at the request and with the support of the **U.S. Fish and Wildlife Service** and the **Bureau of Reclamation**, the **Endangered Species and Recovery Program (ESRP)** has grown into a cooperative research program receiving numerous grants working with local, state, and Federal agencies, non-governmental organizations, corporations, and private land owners. ESRP is composed of about 18 biologists, students and support staff, several research associates, and numerous collaborators in government and universities worldwide whose combined expertise and contributions are integral to the recovery of threatened and endangered species in Central California. ESRP biologists are based in Turlock, Fresno, Bakersfield, and the Bay Area. Left: **Dr. Brian L. Cypher, Associate Director and Research Ecologist**, and members of the Bakersfield team; Christine Van Horn Job, Larry Saslaw, Erica Kelly, and Tory Westall.



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S.D. Bechtel, Jr. Foundation

Expanding on the New Generation of Educators Initiative at Stan State since July 2014, and overseen by Teacher Education and Liberal Studies faculty in the College of Education, Kinesiology and Social Work, the *S. D. Bechtel, Jr. Foundation* recently awarded a multi-year grant to support the ongoing teacher preparation collaborative between Stanislaus State, Turlock Unified and Ceres Unified School Districts. The phase II goal is to provide teachers with practice-based training to propel their ability to sharpen Common Core State Standards in Math ("CCSS-M") and Next Generation Science Standards ("NGSS") in the classroom. The collaborative will continue to develop and provide pedagogical opportunities for teachers to make their instruction focused and pivotal in the foundational areas of math and science and further utilize the experienced knowledge base of teacher professionals who are able to mentor and design adaptive instruction. The successful submission has put Stanislaus State in the beneficial position of being one of eleven CSU campuses to receive this advantageous grant.

College of Education, Kinesiology


Social Work

Common Core State
Standards in Math-CCSS-M



Next Generation Science
Standards-NGSS

Teacher Education

Liberal Studies

Dr. Noelle Won &
Dr. Oddmund Myhre,
Principal Investigators



The **Great Valley Writing Project (GVWP)**, located in Stanislaus State's College of Education, Kinesiology and Social Work since 1983, is one of sixteen **California Writing Projects** and an affiliate of the **National Writing Project**. GVWP provides professional training to Central Valley and Sierra Foothill teachers. K-16 educators who are participants in an intensive leadership institute become GVWP teacher consultants, and are then able to offer research-based professional learning opportunities aligned with California Standards, policies and programs. GVWP partners with districts, schools, and Migrant Education Programs to improve the teaching of writing.



GVWP

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Dr. Viji
Sundar,
Program
Director

Math Grants

"INCH BY INCH,
MATH IS A CINCH;
YARD BY YARD,
IT IS VERY HARD."



Inspired and inspired by several fun mottos as guiding principles, **Math Grants** at Stanislaus State continues its long-standing tradition of providing numerous energetic and fun camps, seminars and academies throughout the year. Easy to spot during the summer months, our campus is a wonderful sea of bright, colorful prep academy shirts worn by "kids" of all ages attending the week-long events that include Geometry and Algebra camps which facilitate in-depth study of those disciplines. Supported by a diverse variety of grant funding and with the passionate and high-energy instruction of **Dr. Viji Sundar, Professor of Mathematics and Founder/Program Director**, the Math Grants program is committed to delivering innovative and creative programs that enhance cognitive reasoning and critical thinking skills focused in the math and STEM areas of study.



"GOOD, BETTER, BEST,
NEVER LET IT REST;
TIL YOUR GOOD IS BETTER,
AND YOUR BETTER IS BEST."



Looking Back & Celebrating the Present!

Happy 10th
Anniversary
Promise
Scholars

Founded by **Wanda Bonnell, Program Coordinator**, Promise Scholars was launched in the fall of 2006 with the goal of providing university-bound students exiting the foster care system dynamic opportunities to achieve their college dreams. The program strives to deliver multi-faceted support services to assist students in building brighter futures for themselves through higher education. The inception of the Promise Scholars Program at Stanislaus State came about as the result of a congressionally-directed initiative grant funded by the **U.S. Department of Education** and then integrated as a mainstay of the Educational Opportunity Program (EOP) within Student Affairs.

With individuals and businesses, such as Wells Fargo Bank, stepping forward to partner with the University in supporting this worthwhile program, Promise Scholars created *1000 Angels* which designates each donor as one of its "Angels" as a way of celebrating their generosity and commitment in helping ensure that former foster youth are successful in reaching their goals.

Promise Scholars is more than a collection of homogenous services; it strives to bring individualized, personal attention to each student that comes through its door and is championed with a coordinator who extends her role enthusiastically to counselor, advocate and friend when needed. Although the grant award period ended in 2011, we are delighted to congratulate the program on its upcoming 10th anniversary. A celebration scheduled for later this year will invite back to the campus former students who have moved on and upward, empowered by the benefits of the program.



Empowering, Engaging, & Motivating – that's Promise Scholars' commitment.



Wanda Bonnell, Program Coordinator

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Set amidst our strong agriculture community and with exciting cross-divisional support from the Biology, Economics, Geography, Politics, and Public Administration departments, Agricultural Studies at Stan State encourages potential students via its website to *"Come Grow With Us!"*

With the goal of strengthening the agriculture program and addressing the shortage of underrepresented students in the food and agricultural industry, **Dr. Oluwarotimi Odeh, Department Chair** secured a multi-year grant with the *USDA - National Institute of Food and Agriculture* to support curriculum development, provide experiential research learning programs, scientific inquiry, and further develop student's critical thinking and translational skills in partnership with California State University, Fresno and Modesto Junior College. Through curriculum enhancement, intercampus collaboration, and offerings such as the Student Targeted Agricultural Research (STAR) Program and summer (LEADS) camp, the project anticipates that it will impact a minimum of 1000 participants from the Central Valley who will be able to increase their depth of knowledge in the field.

A second multi-year grant, the *Multicultural Scholars Program (MSP) Award* provides scholarships aimed at and in support of qualified, interested students. Designed to prepare students for successful career opportunities in the food and agriculture sciences areas, the award will recruit, train and pipeline ten underrepresented students selected from the Junior colleges through scholarships, academic support, one-time summer internship placements, mentoring and professional development opportunities.



Ag Summer LEADS program student awards



Coming and going! With over 5000 pieces of mail to process daily as well as a mind boggling assortment of items to receive, tag and/or deliver, our Support Services Division recently secured a grant through *San Joaquin Valley Air Pollution Control District* to purchase two "Green-Van" Alternative Fuel Vehicles. Utilized by both the Mailroom and Shipping & Receiving departments for daily deliveries and transportation of property and equipment, the emission-free, battery powered vans, which replaced gas-powered vehicles, have been able to achieve average monthly gas cost savings of \$600.00 according to **Support Services Director, Frank Borrelli**. We are delighted to give a shout-out to our friends in Support Services who provide reliable, essential service to the campus each and every day, ...and now more energy efficient thanks to their grant monies in action! *Below top: Frank Borrelli, Heather Reyes and Sara Aguayo. Below bottom: Michael Wojciechowski and student assistant Mechue Yang.*



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Wellness[®]WORKS!

Funded by a grant from the *San Joaquin County Human Services Agency*, the **Wellness WORKS!** Center at Stanislaus State Stockton Center provides a variety of resources specifically serving the CalWORKs population. With a mission to educate and support qualified participants towards successful navigation of the work environment and interpersonal relationships, the center offers a curriculum of topics and activities based on a holistic model of wellness, which includes ideas such as

fostering positive self-esteem, improving self-care, and enhancing personal empowerment and well-being. Classes are offered two to three weeks each month. **Dr. Carolyn Martin, Principal Investigator** for the grant and Professor in the School of Nursing, is seen with the *Wellness WORKS!* Staff, from left to right: Elaine Clark (Case Manager), Davina Arreaga (Program Assistant), Paula LeVeck (Founder of Wellness WORKS!), Carolyn Martin (PI), Michele Holland (Office Manager) and Norman Perez, (Interim Asst. Director).



Am I able to purchase and provide a meal with grant funds during a working grant meeting? Are snacks and drinks an allowable expense for my student participants?

When it comes to grant funds, the guidelines for allowable hospitality can be confusing and tricky to navigate. The *Federal Office of Management and Budget* categorizes hospitality expenses within the Uniform Guidance in selected scenarios. To provide a brief summary of those rules, please note the following:

- ☞ As a rule of thumb, food and beverages are generally *not allowed* as purchases with grant funds *unless specifically stated and provided for within the proposal*.
- ☞ If meals or refreshments of any kind are provided during a meeting, it must;
 - be provided to students
 - be in conjunction with a dissemination of information to students
 - include a list of student participants as well as an agenda of topics with the hospitality form
- ☞ Meals and refreshments during work meetings provided to employees, including student employees in the course of their training as mentors/facilitators, must be paid for **outside** of grant funds. Lunch expenses in particular are considered the responsibility of the employee during working hours and not a benefit that should be provided for with grant funds.

Please note that in an effort to avoid potential cost transfers due to charges outside the allowable parameter, our office is reviewing hospitality charges based on the above criteria and guidelines and providing feedback when needed. If you have any questions regarding a particular hospitality situation or circumstance, please feel free to contact our office for clarification. Thank you in advance for ensuring that grant funds are used appropriately!

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Grant Endings

Reminder: Please review your grant expenditures three months in advance of the award end date to ensure that all charges have been recorded or accrued. To ensure we receive full reimbursement from our sponsor agencies, it is important that we book and record all incurred costs. Thank you for helping us help you!

*We would like to join with the campus community in expressing our congratulations to **Dr. John Mayer**, Principal Investigator for the CEU-Executive MFA in Theatre Grant from the CSU Commission on Extended Education, on the recent publication of his book, **Steppenwolf Theatre Company of Chicago: In Their Own Words.***



Please note:
Spring 2016
Time and Effort Certifications
will be tabulated and
forwarded to all
applicable grant employees
for signature during the
month of October.

PCard Transaction Review

Our department is currently reviewing and auditing PCard transactions charged to grant funds. A post transaction audit is completed to ensure that expenses are allowable, allocable, consistent and reasonable per the grant guidelines. Email notices are being forwarded regarding expenditures that require further inquiry and/or possible reclassification.

Suggestions for Future Newsletters?

Have an item you would like to see featured in a future edition of the grant newsletter? Please forward your idea to any member of the Post Award Team.



Tools of the Trade

To allow for more detailed reporting capabilities, we would like to encourage departments to utilize the following account codes in lieu of posting all transactions to the "generic" **660003 – Supplies and Services**:



660802 – Lab Supplies

660825 – Science Lab Supplies

For expenses such as beakers, chemicals, test tubes, etc.

606829 – Participant Expenses

For expenses such as T-shirts, books, pencils, backpacks, etc. not related to normal daily working office supplies.

608005 – Subscriptions

Ongoing monthly fees for software would fall in this category

660810 – Instructional Materials/Supplies

Items used in the course of teaching/training.