

M. Fran Stephens, CRA

Director of Pre-Award Services | University of Oklahoma

SRAI Distinguished Faculty



M. Fran Stephens is the Director of Pre-Award Services at the University of Oklahoma (OU). Prior to OU she was a successful grant writer and manager at a local school district. Her primary grants experiences are in guidance interpretation, budget construction, submissions/re-submissions, and eRA systems. She has helped coordinate several large-scale, multi-institutional applications and assists with numerous new-faculty and faculty development briefings. Fran is a retired Air Force Master Sergeant with experience in budget management, strategic planning, policy composition and interpretation, work-flow improvement, effective communications, conflict resolution, and instruction (Master Instructor). Since joining OU she has attained Certified Research Administrator and completed Society of Research Administrators International (SRAI) Grantsmanship and Financial Management Certificates, National Council of University Research Administrators (NCURA) Sponsored Project Administration Level I and Level II.

Fran is an SRAI Distinguished Faculty member and currently serves on the Educational and Professional Development Committee's (EPDC) Micro-credentialing committee for the 'Context, Rules, and Regulations Module for the Role of PI/PD and the EPDC working group for Pre-Award/Research Development. She has held several volunteer positions in SRAI such as Southern Section President, Chair of EPDC Programming committee, Webinar Chair, Membership Committee member and routinely assists with planning committees for the annual and section meetings. She has presented numerous times in various research related venues: SRA International Meetings, SRA Southern Section Meetings, SRAI Webinars, Region 5 NCURA meeting, Oklahoma EPSCOR National Science Foundation Conferences, and Oklahoma State Regents for Higher Education workshops. She routinely provides one-on-one training to Primary Investigators and assists in conducting institutional training related to budget construction, fundamentals for faculty, and proposal submissions.