

Name: \_\_\_\_\_ Institution: \_\_\_\_\_ Email: \_\_\_\_\_

## Introduction to Research Administration and Management

One (1) full-day workshop and seven (7) concurrent sessions from the list below  
(must take one (1) session from each of the four (4) required categories; three (3) elective sessions)

### Required Workshop Must Take One (1) (IRAM-R)

WS5: Basics of Research Administration  
Tuesday, May 7 | 9:00 AM – 5:00 PM  
Room: Ballroom D

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### Required Sessions Must Take One (1) Session from Each Category (IRAM-R)

#### ***I. Fundamentals of Sponsored Research Projects (IRAM- I)***

W403: Pre-Award Preparation for Post-Award Success  
Wednesday, May 8 | 3:00 PM – 4:00 PM  
Room: Ballroom EF

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#### ***II. Legal Issues in Research Administration (IRAM - II)***

T402: Conquering Contracts - A Guide to Agreement Review and Negotiation  
Thursday, May 9 | 3:00 PM – 4:00 PM  
Room: Ballroom EF

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#### ***III. Regulatory Compliance (IRAM-III)***

T304: Research and Collaboration Strained through the Sieve of Export Controls  
and Foreign Influence  
Thursday, May 9 | 1:30 PM – 2:30 PM  
Room: Ballroom GH

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#### ***IV. Financial Management and Compliance (IRAM- IV)***

W302: Subrecipient Monitoring-The Basics  
Wednesday, May 8 | 1:30 PM – 2:30 PM  
Room: Ballroom GH

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### Elective Sessions Must Take Three (3) (IRAM-E)

W303: Subawards Basics “What is a Subaward vs. a Vendor?”  
Wednesday, May 8 | 1:30 PM – 2:30 PM  
Room: Ballroom EF

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W304: NSF Update  
Wednesday, May 8 | 1:30 PM – 2:30 PM  
Room: Ballroom B

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W402: Raising the Flags: Using Monthly Reports to Identify Expenses Needing  
Additional Review

Wednesday, May 8 | 3:00 PM – 4:00 PM

Room: Ballroom B

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T102: Service Centers - Building Internal Controls

Thursday, May 9 | 9:30 AM – 10:30 AM

Room: Ballroom B

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T104: NIH Update

Thursday, May 9 | 9:30 AM – 10:30 AM

Room: J-West Hall

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T201: Artificial Intelligence (AI) Impact on Research administration and DEI

Thursday, May 9 | 11:00 AM – 12:00 PM

Room: Ballroom A

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T203: Finding Funding Opportunities

Thursday, May 9 | 11:00 AM – 12:00 PM

Room Ballroom EF

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T401: All About Other Transactions Authority at NIH

Thursday, May 9 | 3:00 PM – 4:00 PM

Room: Ballroom GH

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T403: Data Use Language in DUAs and Contracts: Why is it Necessary, and Does it  
Apply to my Research?

Thursday, May 9 | 3:00 PM – 4:00 PM

Room: Ballroom

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F104: Cybersecurity Maturity Model Certification (CMMC) 2.0

Friday, May 10 | 9:30 AM – 10:30 AM

Room: Ballroom B

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F202: Top 10 Challenging Areas in Post Award

Friday, May 10 | 10:45 AM – 11:45 AM

Room: Ballroom GH

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*Blank lines reserved for elective sessions at future meetings.  
On each blank line write the name of the session as well as the meeting and the year.*