



**Patti Manheim**  
**Director**

**March 14, 2019**

# Topics

- Outgoing Subawards
- Staff Updates

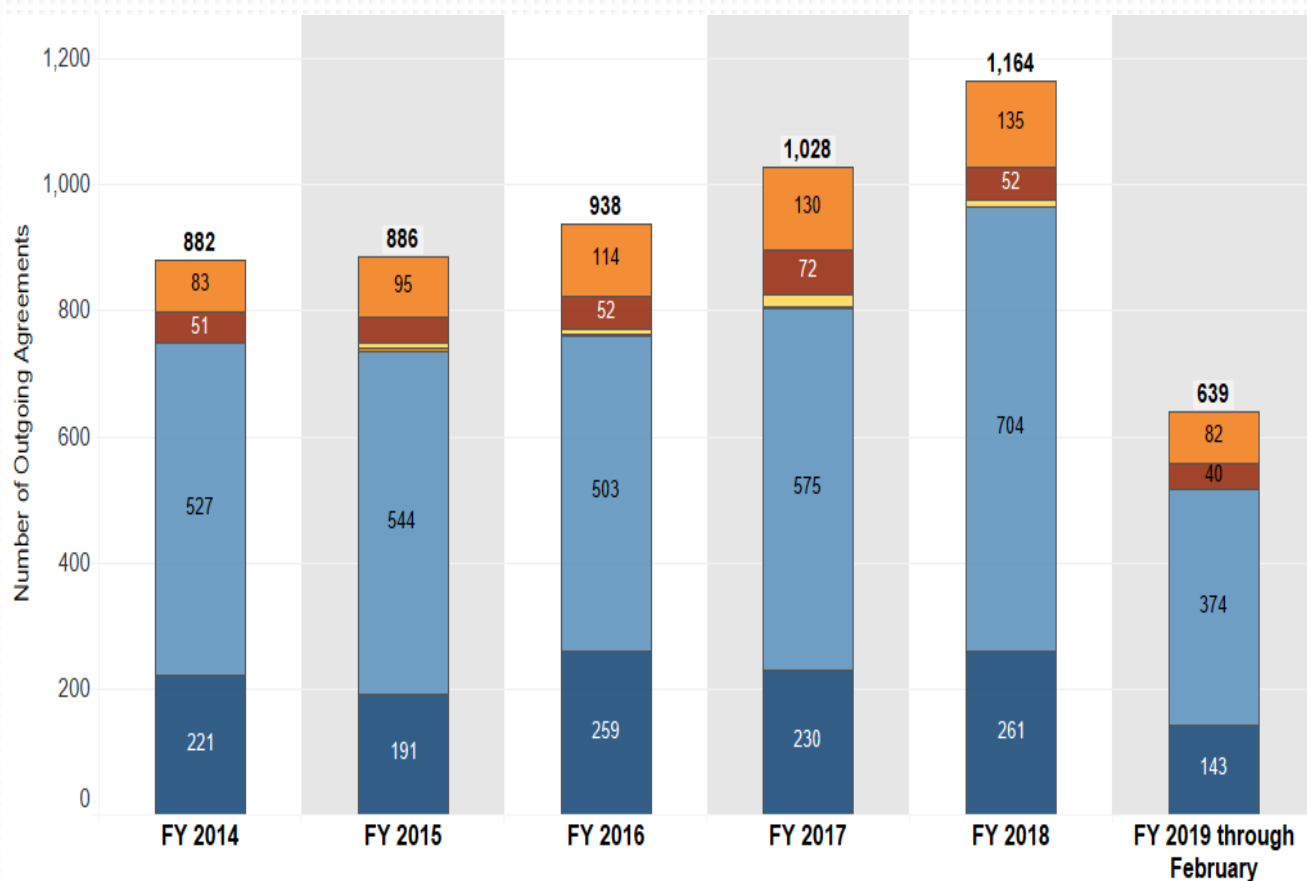
# Outgoing Subawards - Challenges

- Delayed processing timelines
- Increased volume
- Increased complexity
- Unexpected loss of senior staff
- Uniform Guidance – Risk Assessment
- New, reassigned and temporary staffing

# Outgoing Subaward Volume

## Outgoing Subawards by Fiscal Year:

FY 2014 – FY 2019 (February)



- 32% increase in number of outgoing subaward transactions between FY 2014 and FY 2018
- New, high visibility award includes 180+ subawards to be issued
- 3 times/12 month period (540)

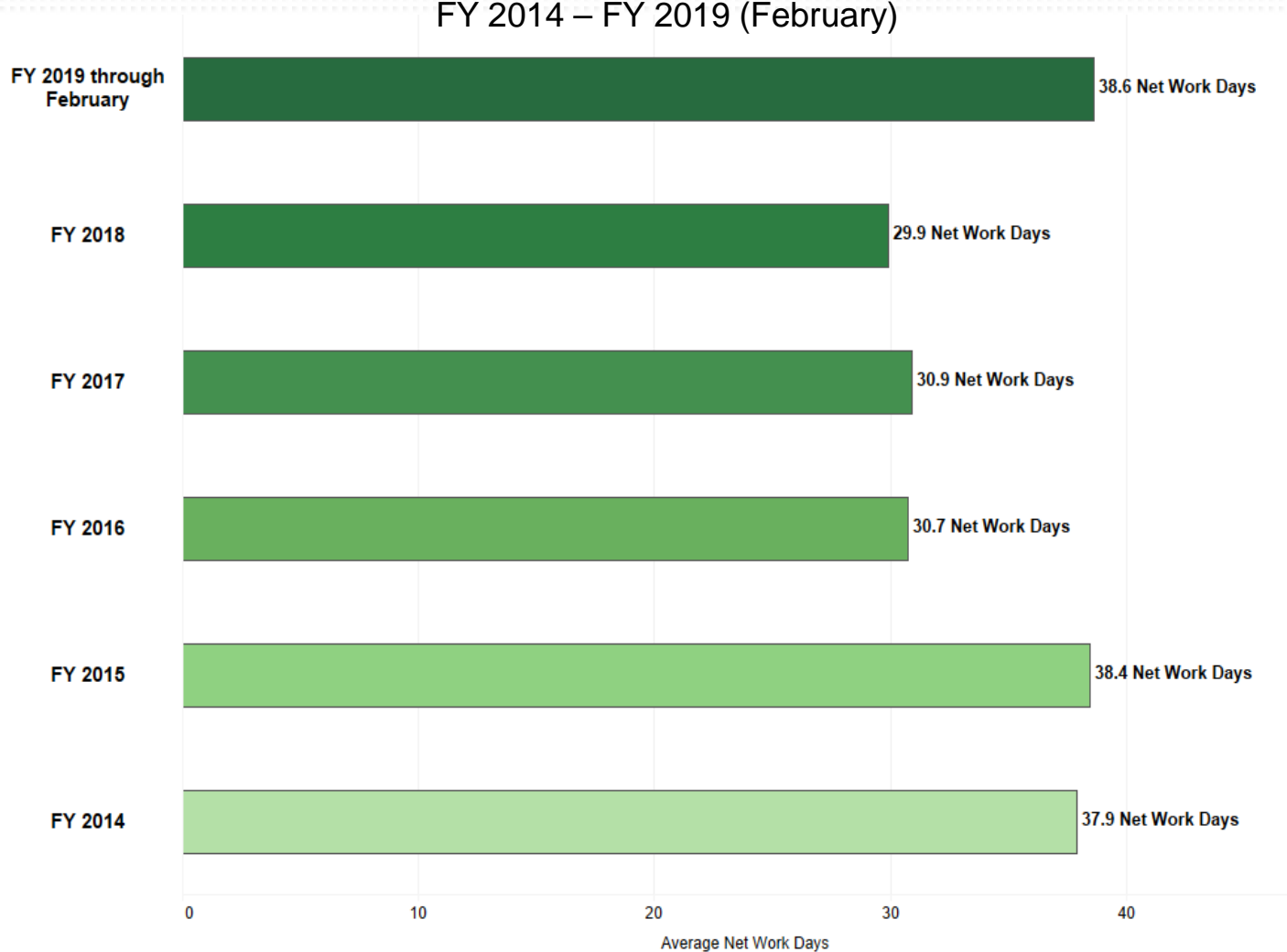
### Agreement Type

- MCA Out Modification/Amendment
- MCA Out
- Subcontract Out Modification / Amendment
- Subcontract Out
- Subgrant Out Modification / Amendment
- Subgrant Out

# Outgoing Subaward Volume

## Outgoing Subawards by Fiscal Year:

FY 2014 – FY 2019 (February)



# Outgoing Subaward – Most Commonly Used Statuses

Fiscal Year							Total
FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019 thru' February		
1,269	935	918	282	137	48	3,589	
484	517	548	562	542	250	2,903	
			620	966	426	2,012	
292	152	150	125	121	132	972	

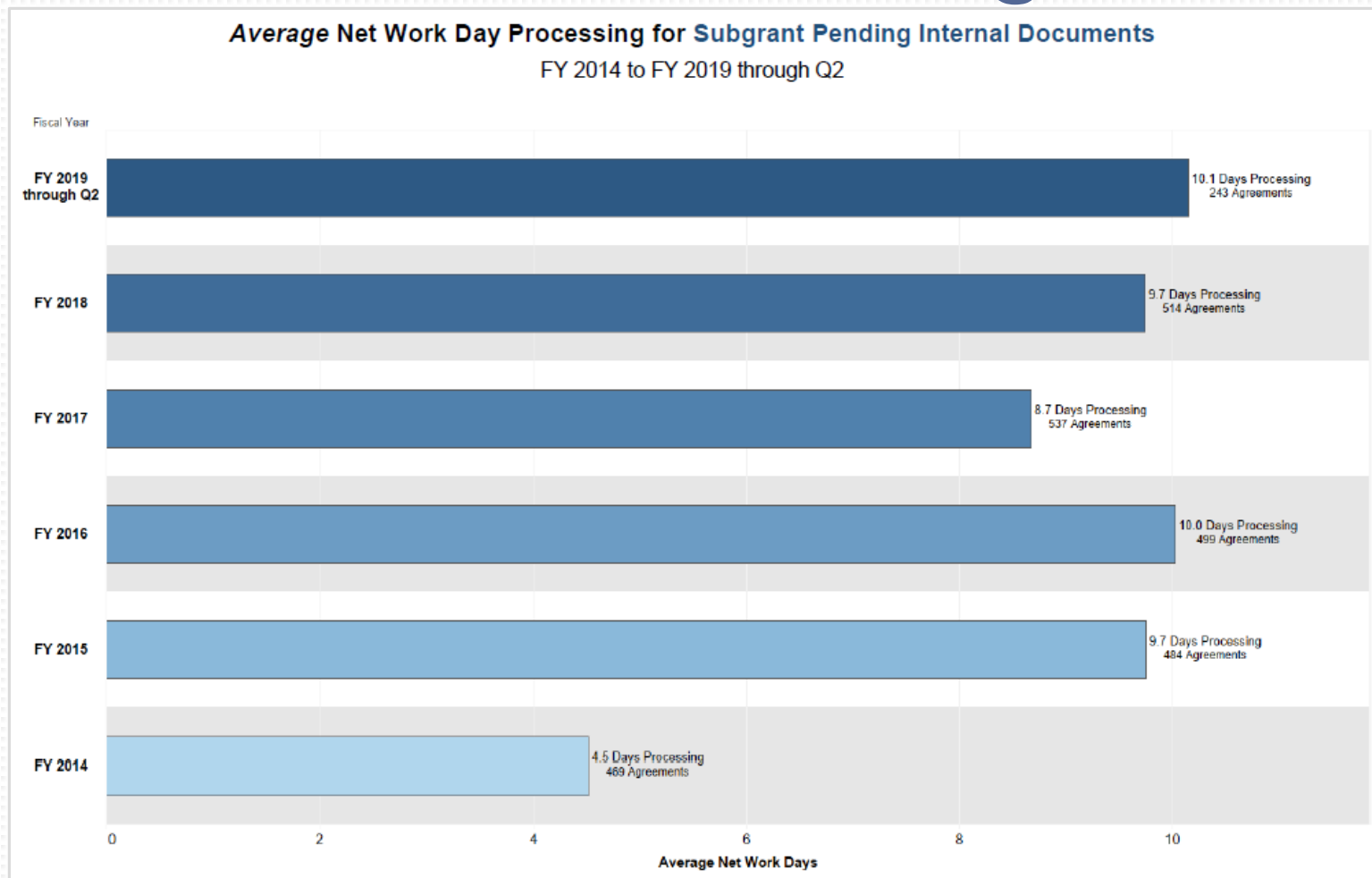
- Pending Negotiation – Subawardee
- Pending Internal Documents
- Awaiting Signature – Subawardee
- Pending Negotiation – PI/Dept

# Outgoing Subaward – Commonly Missing/Pending Items

## Commonly Requested Documents/Information

- Subrecipient versus Contractor Determination form
- Subrecipient Commitment form
- Subrecipient SOW
- Subrecipient budget/justification
- IRB/ARC approvals
- New subawardee requiring sponsor approval
- Incomplete/incorrect forms
- Draft PO from Purchasing

# Impact of Missing Internal Documents on Processing Timeline



Average **10** days added to processing timelines.



# Outgoing Subaward Team

- Jim Fong – Interim Assistant Director/Assistant Director Contracts and Incoming Subawards
- Kathy Leiva –Officer, Outgoing Subawards
- Joe Gibbs – Senior Analyst, Incoming Subawards
- Shawn Hoffman – Senior Analyst, Outgoing Subawards
- Katy Sonnenleiter – Analyst, Outgoing Subawards
- Aurelio Damiani –Analyst, Outgoing Subawards (Consultant)
- Ashley Severa – Specialist, Outgoing Subawards
- Patrick Busto – Specialist, Outgoing Subawards

# OCGA Staff

## New Staff:

- *Maria Shuch – Senior Analyst – Grants and Cooperative Agreements* - over 10 years' experience with US Defense agencies, and most recently with Yale University as an Award Manager in the Office of Sponsored Projects.
- *Shawn Hoffman – Senior Analyst – Outgoing Subawards* – over 12 years' experience in health information, academic affairs, C&G administrations at Cedars Sinai and City of Hope.
- *Gillian Weaver – Analyst – Intake Team* - over 3 years' experience with various State of Colorado offices and currently joins us from the State of Colorado Energy Office.
- *Helen Kim – Specialist – Incoming Contracts and Subawards* – over 20 years' experience in medical research, research administration, and law at MIT and Harvard.
- *Marlo Thomas – Interim Assistant to the Director*

# OCGA Staff

Recruiting for:

- Assistant Director, Outgoing Subawards Team
- Officers/Senior Analysts/Analysts – Grants/Cooperative Agreements Team
- Specialist – Grants/Cooperative Agreements team

Questions or concerns :

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# QUESTIONS

