



NCURA Fundamentals of Sponsored Project Administration: Global
Tokyo Institute of Technology

Day 1

US Funding Opportunities and Management

- 9:00am – 9:35am:** Opening Remark and Introduction
- 9:40am – 10:15am:** Terminology and where to find funding
- 10:15am – 10:30am:** Refreshment and networking break
- 10:30am – 11:10am:** NIH Funding Opportunities (including subawards)
- 11:10am – 12:00pm:** NSF Funding Opportunities (including subawards)
- 12:00pm – 1:00pm:** Lunch
- 1:00pm – 1:35pm:** Grant Submission
- 1:40pm – 2:15pm:** Grant Negotiation
- 2:15pm – 2:30pm:** Refreshment and networking break
- 2:30pm – 3:05pm:** Grant Management
- 3:10pm – 3:45pm:** Online submission/reporting system walk-through
- 4:00pm – 5:00pm:** Financial regulation and rules

Day 2

- 9:00am – 9:30am:** The Importance of International Collaboration in Basic Research and Science Diplomacy
- 9:30am – 10:15am:** The Role of Research Administrators in International Collaboration and Best Practices
- 10:15am – 10:30am:** Refreshment and networking break
- 10:30am – 12:00pm:** Proposal Development
- 12:00pm – 1:00pm:** Lunch
- 1:00pm – 2:15pm:** Overview of other International Collaboration Opportunities (Horizon 2020)
- 2:15pm – 2:30pm:** Refreshment and networking break
- 2:30pm – 3:30pm:** Hands-on exercise: Proposal and Budget development for NIH and NSF
- 3:30pm – 4:30pm:** IP and Technology Transfer
- 4:00pm – 5:00pm:** Conclusion and Q&A

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