



BALL STATE
UNIVERSITY

Annual Report

2019 - 20

Sponsored Projects
Administration

WELCOME

Sponsored Projects Administration (SPA) is excited to celebrate with the Ball State University community its accomplishments in research, scholarly, educational, and creative endeavors throughout FY 2019-20.

This past year brought unprecedented challenges and obstacles. In the wake of a global pandemic, SPA staff, along with the Ball State community, faced these challenges head on showing resilience, nimbleness, and grace. While moving the office to a virtual setting, SPA staff remained attentive, working with faculty to ensure active projects could continue and proposals in preparation were successfully submitted to sponsors. Even as faculty navigated safety protocols and transferred courses online, they actively planned for the next academic year and future projects. This forward thinking brought hope to our university community, and SPA staff are proud to support them in these efforts.

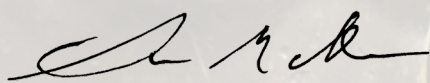
We would take this opportunity to congratulate a number of individuals in SPA. Several FY20 staff vacancies afforded us the opportunity to evaluate SPA staffing levels while being ever conscious of campus needs, fiscal prudence and integration of efficiencies. By eliminating two positions, we aligned staff by re-calibrating roles and responsibilities to better support our core mission while recognizing expertise, extraordinary skills, and performance. Augusta Isley and Sarah Lee were promoted to Senior Proposal Managers, taking on additional programmatic oversight and student supervision. Todd Davidson, Chad Paskiewicz and Araminta Tuttle were elevated to Senior Grant Managers, assuming responsibilities formerly managed at the Associate Director level. Rebecca Tyler and Brittanie Sell were reclassified as Compliance Managers, taking on additional assignments and acknowledging the expertise and professional judgment required in their work. Finally, Brenda Ayers, Office Services Coordinator, retired from the university after 40 years of dedicated service.

In addition to sharing the accomplishments of many faculty, professionals, staff, and students, this report includes the fiscal year 2019-20 records pertaining to SPA. Figures include grants, contracts, and funding awarded to the Ball State University Foundation that resulted in sponsored programs, as well as activity by our contracts and compliance team. Ball State University's new Strategic Plan, Destination 2040 : Our Flight Path, highlights sponsored projects expenditures as a Top Flight Metric under Goal 4. Specifically, this goal is to obtain \$15 million in Sponsored Projects Expenditures and \$5 million in Research Expenditures annually by 2024. Progress toward these goals are included.

SPA currently manages Ball State's sponsored project portfolio of approximately \$71 million. For FY 2019-20, more than \$36.4 million in external funding was awarded to Ball State, a 69% increase over the previous year. In addition, 461 proposals were submitted during the fiscal year, and 294 funded awards were recorded. Research expenditures topped \$3.4 million, and expenditures from all sponsored projects exceeded \$17.8 million.

We extend our appreciation to all who carried out the challenging work of preparing and administering sponsored projects, both internal and external—awarded or not. These challenges were exacerbated by the global pandemic. We recognize, and are in awe of, the extraordinary effort and commitment put forth by all who remain actively engaged in the pursuit of extramural funding: faculty, professionals, staff, students, and administrators alike.

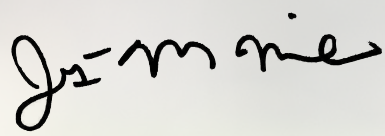
On behalf of the remarkable and diligent SPA staff, we offer our warm regards and best wishes for continued success.



Susan A. McDowell, PhD
Vice Provost for Research



Jacqueline S. Davis, MA, CRA
Director, Sponsored Projects Development



Justin M. Miller, EdD, MPA
Director, Sponsored Projects Administration

A woman in a lab coat is working in a laboratory setting, possibly adjusting equipment. The background is a blurred laboratory with various pieces of equipment and a red light source.

Sponsored Projects Administration

ANNUAL REPORT

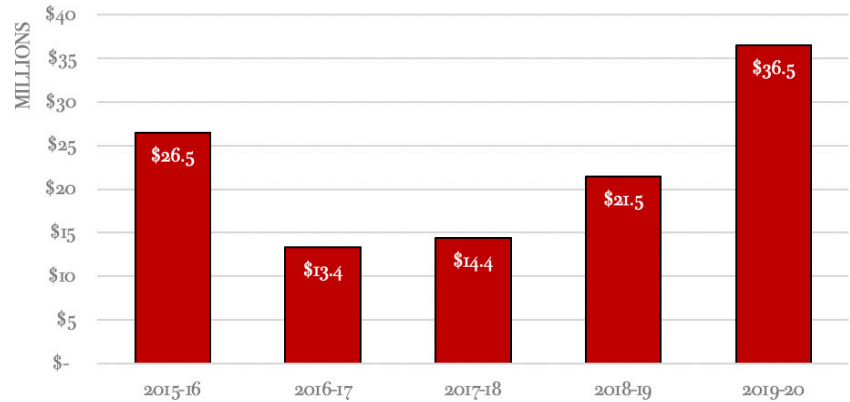
2019 - 20

Sponsored Projects Administration (SPA) supports the University's mission by assisting Ball State faculty, staff, and students in the quest for external funding to carry out their research, scholarship, and creative activity, as well as subsequent award administration. Support includes identifying potential funding opportunities, guidance in proposal and budget development, submission of proposals to funding agencies, award administration, and related compliance assurances. SPA offers workshops in sponsored projects development and administration, oversees the University's research incentive programs, and supports early seed funding through the ASPIRE internal grant program. SPA fosters an atmosphere of academic, scientific, and creative inquiry; internal and external collaboration; cross-disciplinary teamwork throughout the sponsored project life-cycle; and community engagement while promoting integrity, responsibility, and ethics in all phases of scientific, intellectual, and artistic inquiry.

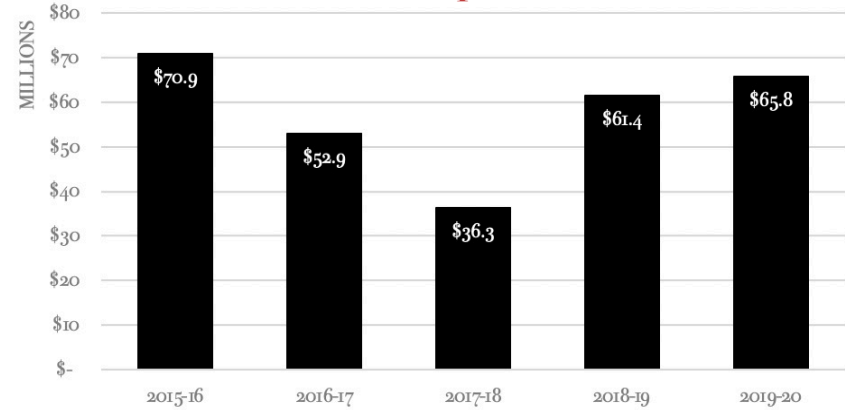
SPA external funding totals include Ball State University Foundation funds that play out as externally sponsored projects, as well as funding that is self-administered by University Service Centers.

The charts below, “External Dollars Received FY16–20,” “External Dollars Proposed FY16–20,” and “Total Number of Proposals Funded and Submitted by External Grants FY16–20,” reflect totals for all sources of external funding for Ball State projects, including the aforementioned Foundation support and centers.

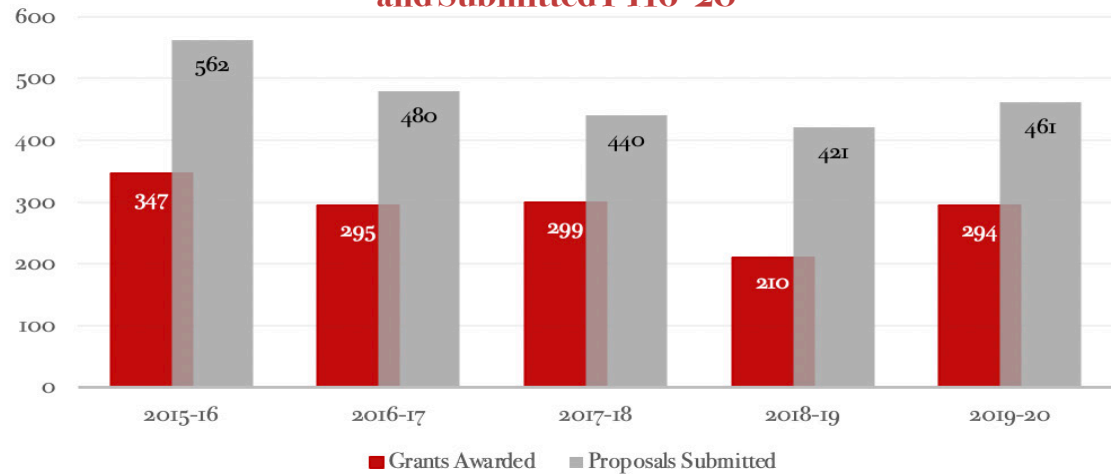
External Dollars Received FY16-20



External Dollars Proposed FY16-20



Total Number of External Proposals Funded and Submitted FY16-20



Sponsored Projects Proposal Activity by Sponsor Type

Source	Total Requested	Number of Proposals	Percentage
Federal	\$ 39,390,518	104	59.9%
Foundation	\$ 14,238,117	150	21.6%
State (IN)	\$ 5,137,636	34	7.8%
Non-Profit	\$ 3,242,784	95	4.9%
Industry	\$ 2,749,592	40	4.2%
College/University	\$ 611,415	17	< 1%
Local Govt Agency	\$ 191,654	15	< 1%
Foreign Source	\$ 189,085	3	< 1%
Other State (not IN)	\$ 54,186	1	< 1%
Individual	\$ 2,086	2	< 1%
Total	\$ 65,807,073	461	100.0%

Sponsored Projects Proposal Activity by Activity Type

Activity Type	Total Requested	Number of Proposals	Percentage
Institutional Support	\$ 28,766,911	59	43.7%
Applied Research	\$ 13,570,458	100	20.6%
Basic Research	\$ 13,077,633	113	19.9%
Instruction	\$ 3,630,809	38	5.5%
Public Service	\$ 3,426,819	76	5.2%
Academic Support	\$ 3,334,443	75	5.1%
Total	\$ 65,807,073	461	100.0%

Sponsored Projects Proposal Activity by College / Unit

By College/Unit	Total Requested	Number of Proposals	Percentage
Sciences & Humanities	\$ 18,967,435	153	28.8%
Teachers College	\$ 11,215,285	105	17.0%
Business	\$ 6,833,355	19	10.4%
Health	\$ 4,791,878	73	7.3%
Architecture & Planning	\$ 788,853	30	1.2%
Communication, Information, & Media	\$ 775,014	15	1.2%
Fine Arts	\$ 121,783	12	< 1%
Extra Collegial Units	\$ 22,313,470	54	33.9%
<i>Academic Affairs</i>	\$ 2,108,733	11	--
<i>Athletics</i>	\$ 145,375	2	--
<i>Business Affairs</i>	\$ 8,327,869	5	--
<i>Chief Strategy Office</i>	\$ 632,538	9	--
<i>Enrollment & Planning Management</i>	\$ 7,649,952	2	--
<i>Information Technology</i>	\$ 1,527,623	10	--
<i>Student Affairs</i>	\$ 3,300	2	--
<i>University Development</i>	\$ 1,918,080	13	--
Total	\$ 65,807,073	461	100.0%

External Dollars Received by Sponsor Type

Source	Total Awarded	Number of Awards	Percentage
Federal	\$ 21,920,326	68	60.1%
Foundation	\$ 6,273,547	69	17.2%
State (IN)	\$ 3,520,563	28	9.7%
Non-Profit	\$ 2,498,885	74	6.9%
Industry	\$ 1,682,439	31	4.6%
Foreign Source	\$ 243,661	3	< 1%
Other State (not IN)	\$ 150,000	1	< 1%
Local Govt Agency	\$ 120,677	11	< 1%
College/University	\$ 58,524	6	< 1%
Individual	\$ 3,886	3	< 1%
Total	\$ 36,472,507	294	100.0%

External Dollars Received by Activity Type

Activity Type	Total Awarded	Number of Awards	Percentage
Institutional Support	\$ 20,718,890	46	56.8%
Basic Research	\$ 4,140,742	47	11.4%
Applied Research	\$ 3,709,054	40	10.2%
Public Service	\$ 3,087,939	69	8.5%
Academic Support	\$ 2,497,241	62	6.8%
Instruction	\$ 2,318,641	30	6.4%
Total	\$ 36,472,507	294	100.0%

External Dollars Received by College / Unit

College / Unit	Total Awarded	Number of Awards	Percentage
Sciences & Humanities	\$ 6,268,504	93	17.2%
Teachers College	\$ 3,540,044	67	9.7%
Business	\$ 2,845,765	11	7.8%
Health	\$ 2,427,544	41	6.7%
Architecture & Planning	\$ 289,187	23	< 1%
Communication, Information, & Media	\$ 108,967	3	< 1%
Fine Arts	\$ 58,296	6	< 1%
ExtraCollegial Units	\$ 20,934,200	50	57.4%
Academic Affairs	\$ 1,376,287	5	--
Athletics	\$ 1,000	1	--
Business Affairs	\$ 7,638,465	2	--
Chief/Strategy Office	\$ 722,189	14	--
Enrollment & Planning Management	\$ 7,623,465	1	--
Information Technology	\$ 1,649,231	11	--
Student Affairs	\$ 5,483	3	--
University Development	\$ 1,918,080	13	--
Total	\$ 36,472,507	294	100.0%

Sponsored Projects Expenditures by Activity Type

Activity	Total Expended	Percentage
Institutional Support	\$ 7,658,797	43%
Research (Applied and Basic)	\$ 3,429,545	19%
Academic Support	\$ 2,945,041	16%
Public Service	\$ 2,583,070	14%
Instruction	\$ 1,243,887	7%
Total	\$ 17,860,340	100%

Externally Funded Research Expenditures Comparison FY16–20

College	FY16	FY17	FY18	FY19	FY20
Sciences & Humanities	\$ 2,210,671	\$ 2,157,781	\$ 2,427,517	\$ 2,514,594	\$ 2,354,774
Teachers College	\$ 151,345	\$ 257,269	\$ 681,164	\$ 553,623	\$ 181,121
Business	\$ 191,502	\$ 126,953	\$ 23,035	\$ 42,547	\$ 97,101
Health	\$ 1,009,382	\$ 704,600	\$ 796,360	\$ 705,640	\$ 710,466
Architecture & Planning	\$ 35,143	\$ 5,027	\$ -	\$ 11,006	\$ 50,977
Communication, Information, & Media	\$ -	\$ -	\$ -	\$ -	\$ 28,632
Fine Arts	\$ -	\$ -	\$ 24,000	\$ -	\$ -
Extra-Collegial Units	\$ 155,655	\$ 145,352	\$ 26,256	\$ 1,805	\$ 6,472
Total	\$ 3,753,698	\$ 3,396,982	\$ 3,978,332	\$ 3,829,215	\$ 3,429,543

All Externally Funded Expenditures Comparison FY16–20

College	FY16	FY17	FY18	FY19	FY20
Sciences & Humanities	\$ 2,912,408	\$ 3,116,678	\$ 3,288,185	\$ 13,490,059	\$ 4,304,700
Teachers College	\$ 1,763,460	\$ 1,839,014	\$ 2,664,391	\$ 3,264,935	\$ 2,186,356
Business	\$ 602,694	\$ 1,348,792	\$ 1,541,042	\$ 1,626,643	\$ 1,401,428
Health	\$ 1,213,740	\$ 1,339,090	\$ 1,352,965	\$ 1,558,217	\$ 1,342,073
Architecture & Planning	\$ 421,940	\$ 246,715	\$ 193,258	\$ 307,874	\$ 232,877
Communication, Information, & Media	\$ 111,567	\$ 58,213	\$ 46,695	\$ 60,462	\$ 221,331
Fine Arts	\$ 49,604	\$ 374,759	\$ 155,189	\$ 114,797	\$ 44,555
Extra-Collegial Units	\$ 4,561,795	\$ 4,519,582	\$ 3,597,998	\$ 2,601,476	\$ 8,127,020
Total	\$ 11,637,208	\$ 12,842,843	\$ 12,839,723	\$ 23,024,463	\$ 17,860,340

Research Recognition

Student Symposium

84 students shared 73 presentations in the 2020 Student Symposium Canvas Community. Overall, there were 48 individual Undergraduate participants and 36 individual Graduate student participants.

The 2020 Award Winners:

Rachel Ling, Undergraduate Student, School of Nursing, College of Health
Project Title: *Teaching Chemistry with Napoleon*
Funded by a Provost Start-Up Award
Faculty Mentor: Jason Ribblett & Courtney Stanford, College of Sciences and Humanities

Debbie Mattson, Undergraduate Student, Landscape Architecture & Honors College
Project Title: *On the Nature of Healing: A Fractal Setting for Pediatric Trauma Therapy*
Project received no financial support
Faculty Mentor: Malcolm Cairns, R. Wayne Estopinal College of Architecture and Planning

Sarah Mueller, Undergraduate Student, Nutrition & Health Science & Honors College
Project Title: *Food Intake and Nutrition Status Among Refugees Living in Refugee Camps*
Funded by a Digital Scholarship Lab Faculty Fellowship
Faculty Mentor: Mengxi Zhang, College of Health

Xinye Wu, Graduate Student, School of Kinesiology
Project Title: *Clinical Gait Analysis in Children and Adolescents with Autism Spectrum Disorder*
Funded by departmental support
Faculty Mentor: Henry Wang, College of Health

Cristina Perez-Herrera, Graduate Student, Chemistry
Project Title: *Development and Application of a Versatile Assay System for the Detection of Rieske Dioxxygenase Activity*
Funded by a Provost Start-Up Award
Faculty Mentor: Jordan Froese, College of Sciences & Humanities

Jessica Harvey, Graduate Student, Speech Pathology & Audiology
Project Title: *Music Exposure Levels on Campus*
Project received no financial support
Faculty Mentor: Lynn Bielski, College of Health

Outstanding Creative Endeavors & Research Awards

The annual lectures and reception featuring the Outstanding Creative Endeavor and Outstanding Research Awardees took place on October 25, 2019 in the Student Center Forum Room. Each awardee is nominated by peers and is chosen by either the Creative Arts Committee or the University Research Committee, respectively.

2019 Outstanding Creative Endeavor Awardee

Jill Christman, Professor of English
"Paddling the Middle Fork" & Other Stories
at the Confluence of Writing, Teaching, & Engagement

2019 Outstanding Research Awardee

Maoyong Fan, Professor of Economics
"Environmental Pollution and Health"

Program Offerings

Benefacta Day

The 29th annual Benefacta Day was celebrated October 14, 2019 in the Ball State Alumni Center. This annual event brought together over 90 attendees to recognize faculty and professional personnel active in submitting proposals and carrying out sponsored projects.

SPA Fellows Program

The 2019-20 SPA Fellows cohort consisted of 8 new faculty selected by the provost, VPR and colleges. This year-long intensive educational program is designed to develop knowledge and grantwriting skills in support of externally funded research, scholarship, creative projects, and other fundable endeavors. The Fellows program is led by Jackie Davis, Director, Sponsored Projects Development. Since its inception in 2012, 104 faculty have completed the program.

2019-20 SPA Fellows:

Tamer Breakah, Construction Management
Jordan Froese, Chemistry
Robert Haney, Biology
Natalie Kruzliaková, Nutrition & Health Science
Michael Lee, Telecommunications
Douglas Roossien, Biology
Wei Shi, Chemistry
Kelsey Thiem, Counseling Psychology, Social Psychology, and Counseling

Rocktober, 2019

The Office of the Vice Provost for Academic Affairs invited SPA, the Office of Community Engagement, and Immersive Learning to bring faculty, staff, students and community members for a month-long celebration of Community Engagement. The month was filled with on and off campus events that highlighted community-engaged research and teaching, tools for documenting faculty work, elements of effective partnerships, accessibility and access to immersive learning opportunities, and connections to local employers. In addition to SPA staff participating in three Rocktober community panels, Jackie Davis was joined by Ball Brothers Foundation Vice President Jenna Wachtmann and Program Officer & Grants Manager Donna Munchel to lead a grantwriting session on "Funding Community Engaged Work".

Indirect Cost Recovery Distribution

Per University policy, of the \$943,934 in indirect costs recovered by the University in the previous fiscal year, 5 percent is distributed to principal investigator(s), 10 percent to departments/units, and 5 percent to colleges/VP units. During FY 2019-20, the following amounts were transferred: \$43,943 to PIs, \$113,012 to departments/units, and \$47,201 to colleges/VP units—which makes a total distribution of \$204,156.

SUBMIT Incentive Program

The SUBMIT program encourages external proposal development and submission. Proposals that are submitted at a minimum of \$15,000 and follow the University Proposal Submission Policy, will receive funds placed into a Research Incentive Account (RIA) of the Principal Investigator (PI)/Co-Principal Investigator(s) for extramural-related expenses. During the past year, 169 proposals received SUBMIT funds with the total amount of distributions being \$73,450.

SPA Professional Development

In addition to attending over 50 different workshops, trainings, and webinars during the year, SPA staff also attended events at the following conferences and professional organizations: Federal Demonstration Partnership; National Institutes of Health; National Council of University Research Administrators; National Organization of Research Development Professionals; National Science Foundation; Women Working in Technology Conference; Local Food Summit of Muncie and East Central Indiana; Chemistry Research Immersion Summer Program; Louis Stokes Alliance for Minority Participation; and United Way's Day of Action. SPA also hosted the Virtual Student Symposium, Benefacta, Day of Action with the Office of Community Engagement, Cayuse and Argos User Sessions, New Faculty Academy, Cayuse Roundup, Academic Leadership Group, Advisory Council on Scholarship, Bracken Library, and Rocktober.

Staff Updates

SPA's staff structure continues to be responsive to the needs of campus as we look for ways to improve efficiency and designate responsibilities. We are grateful to have such capable and competent staff to take on these extra duties. FY 2020 saw several staff updates.

Augusta Isley and **Sarah Lee** were promoted to the role of Senior Proposal Manager, while **Todd Davidson**, **Chad Paskiewicz**, and **Araminta Tuttle** were promoted to the role of Senior Grant Manager. This elevation of role and increased responsibility is in recognition of the experience and expertise these individuals bring to their work. This new structure eliminates two Associate Director positions and allocates those responsibilities, program management, and leadership in day-to-day procedure implementation.

Kristyn Robe joined SPA staff as a Proposal Specialist. As part of the pre-award team, Kristyn is responsible for the processing of service contracts and student proposals, working with the university schools, and assists with the management of the Start-Up Program.

We wished all the best to **Donald Davidson**, Contract Compliance Coordinator, and **Matthew Moore**, Associate Director of Post Award Operations in their future endeavors.

Brenda Ayers

In December 2019, SPA celebrated the retirement of Brenda Ayers, Office Services Coordinator and dedicated SPA staffer. Brenda supported Ball State research for over 40 years, serving as a staple for faculty and students throughout changes in the office name, the staff, and the field of research. A teacher at Monroe Central for three years, Brenda took a summer position in what was then the Office of Research at Ball State. Choosing to stay at her Alma Mater, Brenda then remained in the same office, what is now Sponsored Projects Administration, throughout her career.

Brenda showed resilience, grace, and adaptability in her career, most evident by her ability to maintain office stability through five directors, nine presidents, five office names and three office locations.

Brenda is a remarkable example of a loyal and dependable employee who has served SPA with a passion for its mission. She has filled a critical role in providing the office, faculty, staff, and students administrative support. We are deeply appreciative for her years of dedicated service to the university and her many contributions to SPA and the research enterprise.



Pictured from left to right : Rebecca Tyler, Brenda Ayers, Catherine Wilkinson, and Sheila Shaffer.

ASPIRE INTERNAL GRANTS PROGRAM

Ball State University's Internal Grants Program was created in 1965 to provide funding to faculty and students and to support and develop projects in the areas of research and creative endeavors. ASPIRE Internal Grants are intended to supplement and strengthen the support that comes both from departmental and college resources along with other university programs.

Ball State Internal Grants program offerings consisted of the following competitions this fiscal year: Junior Faculty Research, Junior Faculty Creative Arts, ADVANCE, CREATE, New Faculty Start-Up, Reprint/Publication Support, Travel Support for External Funding for faculty, International Travel Support, Hollis as well as Graduate Creative Arts, Graduate Research, Undergraduate Creative Arts, Undergraduate Research, and Travel Support for Professional Meetings for students.

2019-20 Program Participation

The ASPIRE Internal Grants program processed 195 student proposals and awarded \$76,737 to support 176 projects. Student awards decreased in number this AY due to lack of travel allowability in Spring Semester 2020. The Ball State University Graduate School graciously provided funding to help increase award amounts for graduate students for the Academic Year 2019-20 and we are grateful for their support of our grant programs.

Faculty programing funding remained the same and resulted in 81 faculty proposals and awarded \$285,533 to support 60 projects.

Faculty Programs - Research	Requests Submitted	Proposals Awarded	Award Amount
ADVANCE	16	10	\$ 89,305
Junior Faculty Research	23	10	\$ 138,220
Total Research	39	20	\$ 227,525
Faculty Programs - Creative Arts	Requests Submitted	Proposals Awarded	Award Amount
CREATE	2	2	\$ 11,850
Junior Faculty Creative Arts	2	2	\$ 27,500
Total Creative Arts	4	4	\$ 39,350
Hollis	1	1	\$ 500
International Travel	15	14	\$ 5,600
New Faculty Start-Up	2	1	\$ 2,900
Reprint/Publication Support	19	19	\$ 8,263
Travel Support for External Funding	1	1	\$ 1,395
Total Faculty Programs	81	60	\$ 285,533
Graduate Student Programs	Requests Submitted	Proposals Awarded	Award Amount
Creative Arts	6	4	\$ 3,725
Research	27	16	\$ 13,807
Hollis	12	11	\$ 5,500
Travel Support for Professional Meetings	99	98	\$ 46,835
Total	144	129	\$ 69,867
Undergraduate Student Programs	Requests Submitted	Proposals Awarded	Award Amount
Creative Arts	9	7	\$ 2,100
Research	7	5	\$ 1,480
Travel Support for Professional Meetings	35	35	\$ 3,290
Total	51	47	\$ 6,870
Total Student Programs	195	176	\$ 76,737
Total Internal Grants	276	236	\$ 362,270

Intellectual property development remains an integral component to the research enterprise at the University. SPA is responsible for receiving intellectual property disclosures and supporting campus-wide technology transfer activities in conjunction with the Ball State Innovation Corporation (BSIC). The BSIC is a not-for-profit organization that assists in the commercialization of innovations and creative works developed by Ball State faculty, staff, and students.

During FY20, seven disclosures of intellectual property were received, while FY20 royalties totaled \$114,590. An itemized list of IP products generating royalties is below. For additional information on intellectual property and technology transfer activities at Ball State, contact Stephanie Roof. For information on specific products available for purchase, contact Linda Swartz.

DVD

Author(s)	Project Title	Income
Nancy Carlson, Ann Eldridge, Mark Warshaw	Gene Stratton Porter	\$11
Michael O'Hara	Explore Theatre: A Backstage Pass	\$36,809
Hans Sturm	The Art of the Bow	\$800
Hans Sturm	The Art of the Left Hand	\$1,200

CD

Author(s)	Project Title	Income
Eric Lassiter	Kiowa Hymns	\$170

Software

Author(s)	Project Title	Income
Kyle Parker / 14Eleven Development LLC	The Traveler App	\$20
Rebecca Hammons	Software Quality Fundamentals	\$20,363

Books

Author(s)	Project Title	Income
Lori Rhoden, Oswald Johnson, Anna Matteson, William Geis, and Andrew Tomasik	Movements in Rhythm	\$24

Miscellaneous

Author(s)	Project Title	Income
Dayna Thompson, Monique Gabb, and Ron Kaitchuck	Saturn & Beyond	\$80
Dayna Thompson, Neil Zehr, Ina Johnston, Adam Kobitz, Trevor Danchy, and David Rodriguez	Halloween: Celestial Origins	\$5,016
Mike Goldsby, Rob Mathews	Goldsby/Mathews Curriculum Licenses	\$7,774
Emily Wornell Seregow	ICI Localized Community Development	\$14,400
Dayna Thompson, Ron Kaitchuck, Brielle Tilson, Daniel Brossard	RSA Cosmos	\$27,455
Julie Griffith	Adult Speech Therapy Stimuli Cards	\$280

During this last year, the Compliance team has undergone several procedural and organizational changes. The team currently consists of the Associate Director of Compliance operations, two Compliance Managers, and the Secretary of Compliance Operations.

During FY19-20, the following contract activity was recorded:

Sponsored Projects Administration - Compliance Team Contract Reviews, 7/1/2019 to 6/30/2020	
Business Associate Agreement	2
Business Associate Agreement with an Incoming Grant	2
Data Use Agreement	2
Grant Acceptance Packet	3
Incoming Contract	67
Incoming Cooperative Agreement	8
Incoming Donation	3
Incoming Grant	105
Independent Contractor Agreement	1
Memorandum of Understanding	1
Non-disclosure Agreement	1
Outgoing Subaward	53
Outgoing Subcontract	2
Outgoing Vendor Agreement	45
Proposal with Terms & Conditions	5
Speaker Agreement	2
Withdrawn	24
Total Contracts Completed by Sponsored Projects Administration Compliance Team	326

Important Notes

This list contains only those agreements reviewed by the SPA Compliance team. Additional Independent Contractor Agreements, Grant Acceptance Packets, foundation grant agreements and speaker agreements are reviewed by other SPA staff as well as additional Business Associate Agreements are reviewed by the Office of Research Integrity. That activity is not reflected in these tallies.

MISSION STATEMENT

The role of Sponsored Projects Administration (SPA) is to help faculty, staff, and students:

- seek funding,
- apply for funding,
- and spend awarded funds according to applicable guidelines,
- to foster excellent education, research, scholarship, creative endeavors, and community partnerships,
working together to make the world a better place.

GUIDING BELIEFS

As research administrators, SPA staff aim to:

- perform our duties with honesty, diligence, and responsibility,
- conduct ourselves free of personal and professional conflicts or of impropriety,
- remain mindful that the funds we assist in requesting and managing have been provided fundamentally for the public good,
- be prudent in the use and protection of sensitive information/data,
- act in good faith promoting ethical integrity in all of our actions,
- maintain respectful communication about others in our community, and
- create and maintain a good relationship between Ball State and our sponsors and partners.

**As modified from the Code of Ethics for Certified Research Administrators*