INSTITUTIONAL

SUPPORT OF COMPETITIVE RESEARCH (SCORE) PROGRAM

POLICY STATEMENT

(2019 Edition)

PREFACE

This <u>Institutional</u> Support of Competitive Research (SCORE) Policy Statement serves as a guide for SCORE faculty, program staff and chairs/members of SCORE Committees. This Policy Statement describes information pertaining to The University of Texas at San Antonio (UTSA) SCORE Program mission and goals, program administration, in addition to operating procedures regarding project reviews, and grants management. The section on budget matters describes how the UTSA/SCORE Program will support faculty research. This budget summary should be useful to participating and prospective SCORE faculty.

<u>Policies herein described are based on the following Federal Policy Statements that always supersede Institutional Policy (copies of these documents are available in the UTSA/MBRS-SCORE Program Office):</u>

- Public Health Service Grant Policy Statement
- (NIGMS) Policy Statement – Support of Competitive Research

Policies herein described are not a legal interpretation of Federal Law and Regulations governing the SCORE Program. Policies herein stated are subject to change without prior notice.

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MISSION AND GOALS OF THE UTSA -SCORE PROGRAM

As a minority-serving institution, historically one of the main missions of UTSA has been to significantly increase the number of students from underrepresented backgrounds conducting biomedical and behavioral research. Within this overarching goal, the major mission of the SCORE program is to increase the research competitiveness of UTSA faculty, including minority faculty as well as those who are engaged in the training of minority students. Thus, a major goal is to develop Institutional research and the research capabilities by fostering the development of faculty. A second goal of our SCORE program at UTSA is to integrate SCORE program activities with those of the RISE and MARC and other diversity programs at UTSA to enhance student research training.

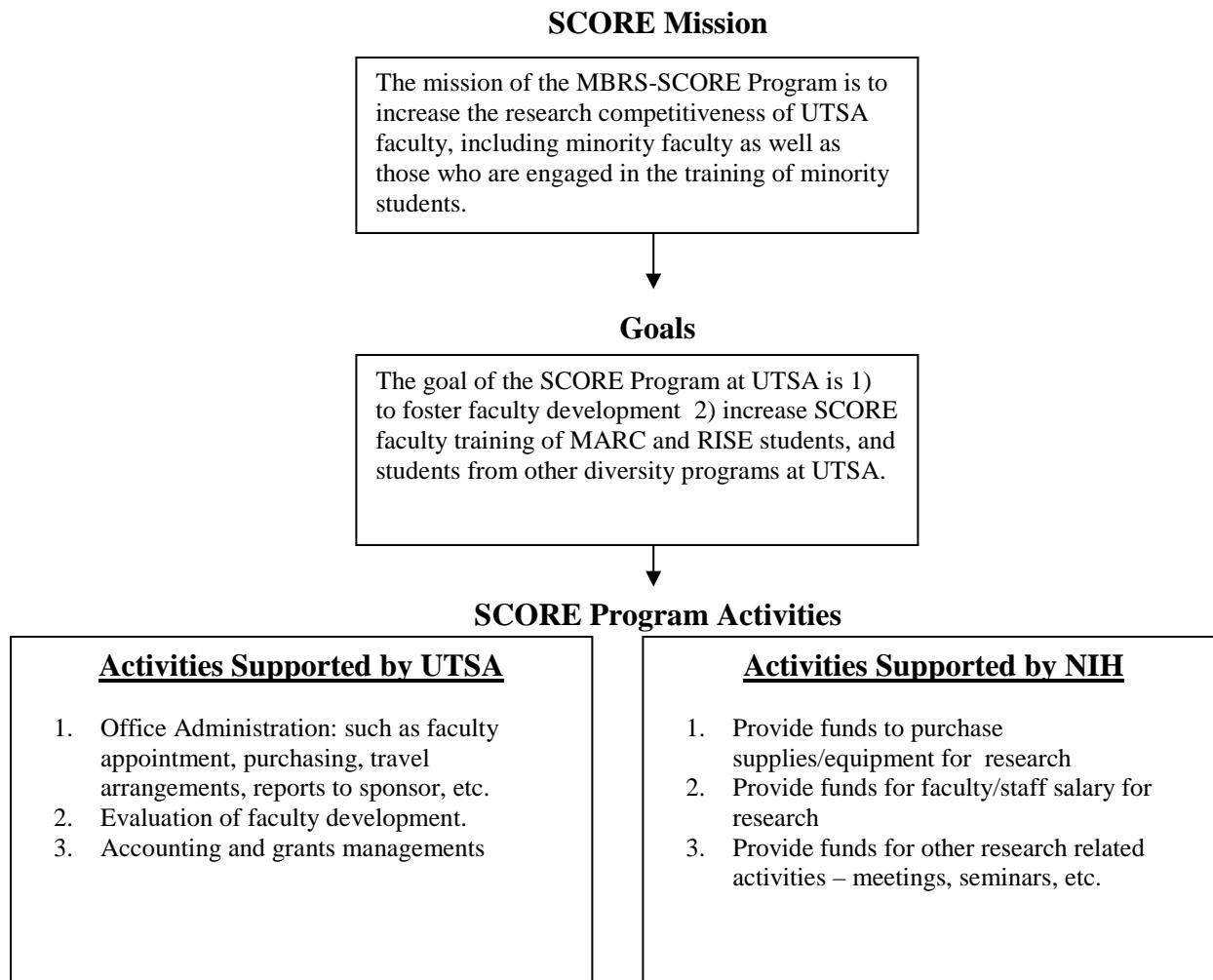**The most recent SCORE Funding Opportunity Announcements (FOA) are available at:**

- Research Advancement Award (SC1) - PAR-16-439 at http://grants.nih.gov/grants/guide/pa-files/PAR-16-439.html
- Pilot Project Award (SC2) – PAR-16-438 at http://grants.nih.gov/grants/guide/pa-files/PAR-16-438.html
- Research Continuance Award (SC3) – PAR-16-437 at http://grants.nih.gov/grants/guide/pa-files/PAR-16-437.html

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Figure 1. Mission, goal objectives and activities of the SCORE Program at the UTSA

SCORE Mission

> The mission of the MBRS-SCORE Program is to increase the research competitiveness of UTSA faculty, including minority faculty as well as those who are engaged in the training of minority students.

Goals

> The goal of the SCORE Program at UTSA is 1) to foster faculty development 2) increase SCORE faculty training of MARC and RISE students, and students from other diversity programs at UTSA.

SCORE Program Activities

Activities Supported by UTSA	Activities Supported by NIH
1. Office Administration: such as faculty appointment, purchasing, travel arrangements, reports to sponsor, etc. 2. Evaluation of faculty development. 3. Accounting and grants managements	1. Provide funds to purchase supplies/equipment for research 2. Provide funds for faculty/staff salary for research 3. Provide funds for other research related activities – meetings, seminars, etc.

II. PROGRAM ADMINISTRATION

The organization of the UTSA SCORE Program is illustrated in the flow chart below:

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│        Office of the Vice President for  Research        │
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║       │    Program Director       │           ║
║       │                           │           ║
║       │         SCORE             │           ║
║       │    Program Coordinator    │           ║
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SCORE Program Advisory Committee → SCORE PROGRAM

Research Service Center → SCORE PROGRAM

SC1 ↑ SC2 ↑ SC3 ↑ → SCORE PROGRAM
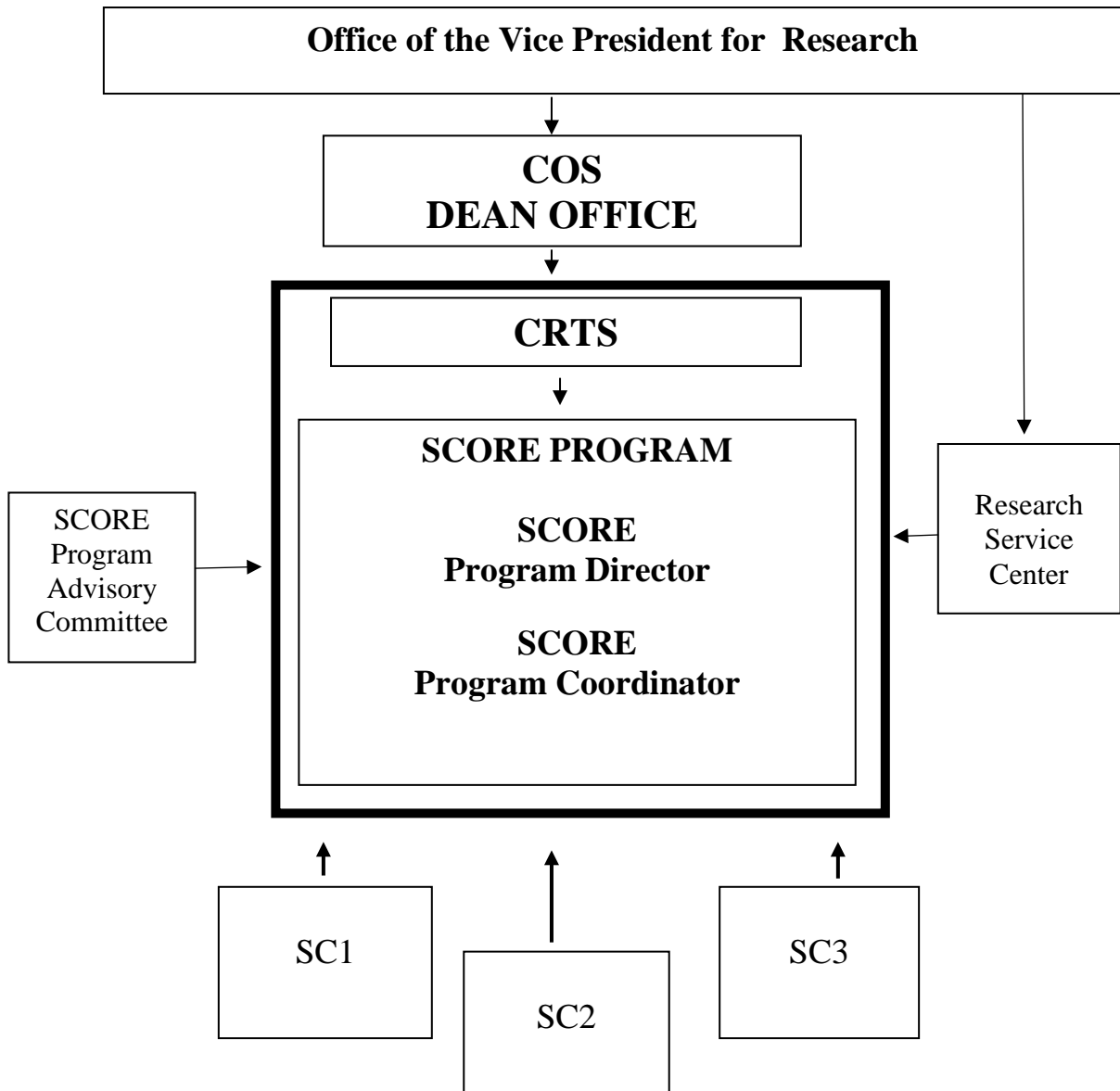
A. Program Director

The Institutional Program Director ensures that the activities of the SCORE Program at UTSA are well-organized and are consistent with the mission and goals of UTSA and NIH SCORE Program. Communications between the SCORE Program at NIH and UTSA administrators, faculty, and staff should be made through the Program Director. Examples of the Program Director's responsibilities and functions are as follows:

- Functions as a contact with SCORE Program at the NIH;
- Manages the Institutional SCORE Program to function in a manner consistent with Institutional and NIH SCORE Policies;
- Establishes policies in conjunction with the SCORE Advisory Committee for efficient management of the program;
- Monitors and assesses the progress of individual program elements and the overall progress and accomplishments of the program;
- Promotes scientific interchange between SCORE participants;
- Encourages SCORE faculty to publish their results, pursue the acquisition of independent research support and train underrepresented minority research students in scientific research.

B. Program Coordinator

The role of this staff member is to assist the SCORE Program Director to administer all SCORE related activities at UTSA.

- Coordinate and direct the SCORE business management operations
- Maintain SCORE administrative records
- Provide counsel to SCORE PIs and administrator in department
- Supervise HR processes for the SCORE program
- Serve as Timekeeper to process timesheets and payroll documents for SCORE-funded personnel
- Prepare information for SCORE meetings and announcements for SCORE grant applications
- Coordinate internal and external grant review submissions; assist faculty and RSC staff with reviewing proposals for submission
- Prepare monthly reconciliation reports for M&O, equipment and travel charged to F&A for SCORE director
- Coordinate SCORE Advisory Committee meetings
- Assist in providing Policy Statement updates
- Assist with SCORE website updates
- Manage and maintain inventory records and facilities
- Assist in the preparing annual Progress Reports & fiscal year operating budgets for SCORE office
- Prepare Directors travel and petty cash reimbursement requests; Troubleshoot purchasing issues and coordinate corrections as needed; Process travel related documents
- Supervise Student Workers, as needed

C.   Research Service Center

The Research Service Center ensures that all research-engaged faculty and students have the resources and support they need to develop and manage their research programs. See Appendix C for a list of RSC staff and contact info.

D. SCORE Program Advisory Committee

The charges of this Committee are as follows:

- Advise the Program Director on program policies.

- Review and recommend for approval SCORE new and revised proposals as well as continuation applications prior to submitting them to the NIH;

- Evaluate the progress of the SCORE program and recommend activities for improvements as appropriate.

- Help to expand the present research effort by locating other sources of funds.

- SCORE Program meets once a year to discuss Progress of the program.
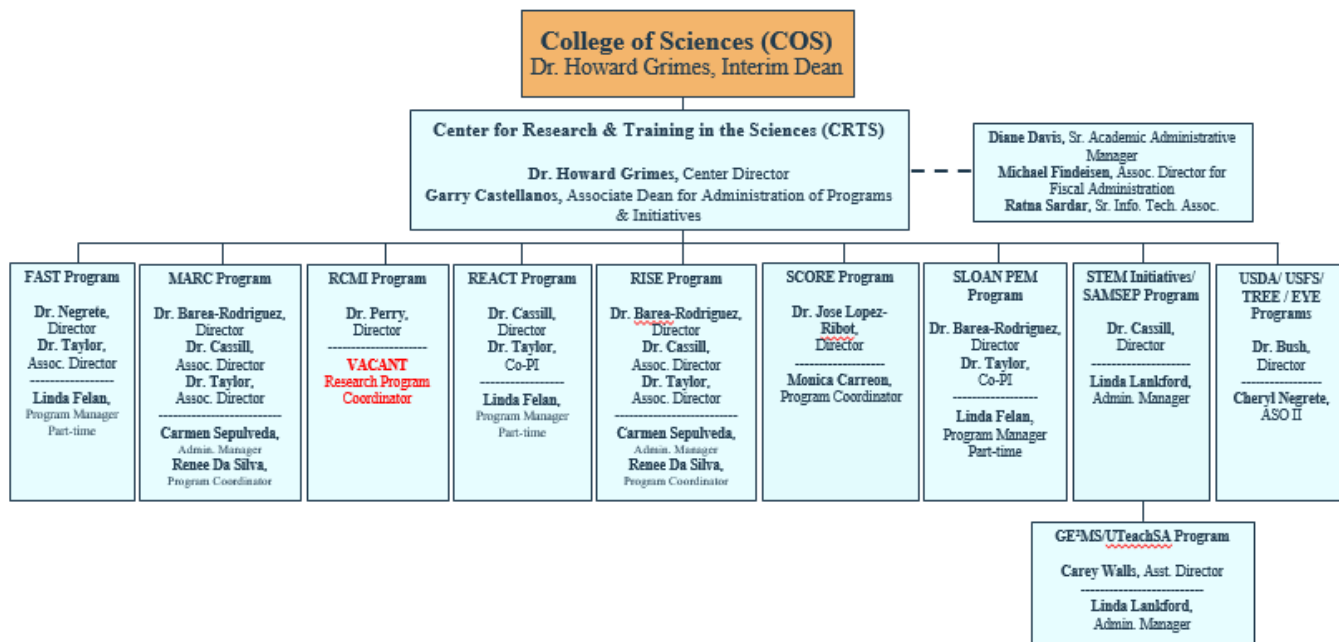
E.   SCORE Program Office

The SCORE offices (Program Coordinator, Monica Carreon BSE 2.110L) remains open from 8:00 a.m. - 5:00 p.m. (Monday through Friday); except on university holidays.

F.   Center of Research and Training in the Sciences (CRTS) and organizational chart

The Center for Research and Training in the Sciences was established in 2006 to enhance the research capabilities of UTSA faculty and students. Located in BSE Building on the UTSA 1604 campus in the College of Sciences (BSE 2.304), it is home to eleven research training and development programs and plays a major role in faculty and student development. The CRTS promotes sharing of resources between major diversity programs on campus and assist with the administration of these research and training programs listed below. Missions, goals and descriptions of CRTS programs are provided in the CRTS Policy Statement. http://www.utsa.edu/crts/

The administrative flowchart of CRTS is as follows:

UTSA. The University of Texas at San Antonio™
COLLEGE OF SCIENCES

Center for Research & Training in the Sciences (CRTS) Organizational Chart

College of Sciences (COS)
Dr. Howard Grimes, Interim Dean

Center for Research & Training in the Sciences (CRTS)

Dr. Howard Grimes, Center Director
Garry Castellanos, Associate Dean for Administration of Programs & Initiatives

Diane Davis, Sr. Academic Administrative Manager
Michael Findeisen, Assoc. Director for Fiscal Administration
Ratna Sardar, Sr. Info. Tech. Assoc.

FAST Program	MARC Program	RCMI Program	REACT Program	RISE Program	SCORE Program	SLOAN PEM Program	STEM Initiatives/ SAMSEP Program	USDA/ USFS/ TREE / EYE Programs
Dr. Negrete, Director	Dr. Barea-Rodriguez, Director	Dr. Perry, Director	Dr. Cassill, Director	Dr. Barea-Rodriguez, Director	Dr. Jose Lopez-Ribot, Director	Dr. Barea-Rodriguez, Director	Dr. Cassill, Director	Dr. Bush, Director
Dr. Taylor, Assoc. Director	Dr. Cassill, Assoc. Director	---------------------- VACANT Research Program Coordinator	Dr. Taylor, Co-PI	Dr. Cassill, Assoc. Director	------------------- Monica Carreon, Program Coordinator	Dr. Taylor, Co-PI	------------------- Linda Lankford, Admin. Manager	Cheryl Negrete, ASO II
------------------ Linda Felan, Program Manager Part-time	Dr. Taylor, Assoc. Director		------------------- Linda Felan, Program Manager Part-time	Dr. Taylor, Assoc. Director		------------------- Linda Felan, Program Manager Part-time		
	---------------------- Carmen Sepulveda, Admin. Manager			------------------------- Carmen Sepulveda, Admin. Manager				
	Renee Da Silva, Program Coordinator			Renee Da Silva, Program Coordinator				

GE³MS/UTeachSA Program

Carey Walls, Asst. Director

Linda Lankford, Admin. Manager

III. PRE-AWARD FUNCTIONS –PROJECT SELECTION/SUBMISSION

Consistent with NIH SCORE Program Policy, all SCORE proposals new, reviewed and competitive must be reviewed and approved by the UTSA SCORE Program prior to their submission to NIH.

A. INSTITUTIONAL TIMELINE FOR SUBMISSION AND REVIEW OF SCORE PROPOSAL

Faculty are strongly encouraged to work closely with the UTSA SCORE Office and with the Research Service Center prior to the submission of their complete SCORE proposal to the UTSA SCORE Office for institutional review and approval.

- Campus Announcement to all full-time TTR faculty four months prior to NIH grant submission deadline. A town hall meeting to provide information on the SOCRE program is presented by the Program Director.
- Send by Email; Title, Abstract, Specific Aims, Student Training Table, and Proposed funding mechanism (SC1, SC2, or SC3) to the UTSA SCORE Program Specialist
- Completed proposal submitted through the CAYUSE system to UTSA SCORE Program Office
- Internal & External Reviews
- Announcement of selected SCORE Proposals by UTSA SCORE Program are made one month prior to NIH deadline.
- Submission to NIH (see Target dates in Section B below)

B. TARGET DATES for cycle 1 & 2 NIH Deadline Submission:

Cycle 1:

Sept. 21, 2018	Campus Announcement to all full-time TTR faculty
Nov. 2, 2018	Deadline for Title, Abstract, Specific Aims, Student Training Table, and Proposed funding Mechanism (SC1, SC2, or SC3)
Dec. 3, 2018	Completed proposal submitted through the CAYUSE system to UTSA SCORE Program Office by 5:00 PM.
Dec .14, 2018	SCORE Committee Review
Dec. 19, 2018	Announcement of selected SCORE Proposals by UTSA SCORE Program.
Jan. 25, 2019	Submission to NIH

Cycle 2:

Feb. 14, 2019   Campus Announcement to all full-time TTR faculty

Mar. 1, 2019   Deadline for Title, Abstract, Specific Aims, Student Training Table, and Proposed funding
Mechanism (SC1, SC2, or SC3)

Apr. 5, 2019   Completed proposal submitted through the CAYUSE system to UTSA SCORE
Program Office by 5:00 PM. Proposals will be subject to external/internal review.

Apr. 19, 2019   Internal & External Reviews

Apr. 22, 2019   Announcement of selected SCORE Proposals by UTSA SCORE Program.

May 24, 2019   Submission to NIH

C.   NIH DEADLINES FOR SUBMISSION OF SCORE PROPOSALS:

NIH Review and Award Cycles

Mechanism(s)	Cycle I	Cycle II
SC1, SC2, SC3 Application Receipt Date *All - new, renewal, resubmission, revision*	January 25	May 25
Scientific Merit Review	June - July	October - November
Advisory Council Review	September - October	January - February
Earliest Project Start Date	December	April

***Please refer to PAR-16-439 (SC1), PAR-16-438 (SC2), PAR-16-437 (SC3) for Funding
Opportunity Announcement (FOA) expiration date***

D. MATERIALS REQUIRED IN THE SCORE PROPOSAL

To determine the SCORE Award (SC1, SC2 and SC3) for which you should apply, **Please review the NIH website:** https://www.nigms.nih.gov/research/crcb/SCORE/Pages/default.aspx discuss with the UTSA SCORE Office prior to your preparation of your SCORE grant application.

To prepare for your proposal you MUST:

1. Follow the **Instructions posted in the NIH website**

2. Work closely with the UTSA Research Service Center on budget development.

3. Work closely with the UTSA SCORE Program Office for the preparation of your SCORE grant.

Your grant application must follow the instructions:

For SC1: https://grants.nih.gov/grants/guide/pa-files/PAR-16-439.html#_Section_IV._Application_1

For SC2: https://grants.nih.gov/grants/guide/pa-files/PAR-16-438.html#_Section_IV._Application_1

For SC3: https://grants.nih.gov/grants/guide/pa-files/PAR-16-437.html#_Section_IV._Application_1

NOTE: Please review the specific application instructions within your respective SCORE Type (SC1, SC2, or SC3) for additional proposal application requirements.
Website: https://www.nigms.nih.gov/research/crcb/SCORE/Pages/default.aspx

Select your proposal SCORE Type and review the following headings:
- Table of Contents
- Section IV. Application and Submission Information
- 2. Content and Form of Application Submission (Section)

Based on NIH website all SC proposals were returned to the PIs because these proposals were determined to be "non-responsive" by NIH. The following are examples of common reasons why SC1, SC2 and SC3 applications have been found to be non-responsive (from NIH Program Update located on the SCORE Website):

- Research proposal outside of the NIH mission
- Non-compliant with the application forms and instructions (e.g. excessive number of pages)
- Lack of institutional data
- Lack of the PI's developmental objectives

- PIs who are fully developed and thus not eligible to apply for SCORE
- PIs who are not at a SCORE eligible institution
- For SC2 applications, lack of a mentor, his/her biographical sketch and of explanation of the mentor's role in the PI's development plan
- Co-PIs or co-investigators (which are unallowable)
- Lack of budget page or personnel justification
- Lack of a progress report if a PI has had previous SCORE support
- Lack of an introduction in revised applications

E. SELECTION OF SCORE PROPOSALS BY THE UTSA SCORE PROGRAM

All research proposals submitted to the UTSA SCORE Program will be reviewed by outside UTSA experts and the SCORE Advisory Committees prior to submission to NIH. Selection of research proposals will be made by the SCORE Program Director based on recommendations from the SCORE Advisory Committee. The criteria of proposal selection will be:

1. Strong scientific merit and relevance to research areas of NIH (biomedical and behavioral)
2. Strong potentials for the development of faculty and institutional research
3. Excellent past record or commitment of training of minority students
4. Responsiveness to the NIH-SCORE program announcements (see previous section for examples of non-responsive applications)

SPECIAL NOTE: The UTSA SCORE Program reviews and approves all new, and competitive revised SC proposals for submission to NIH, based on the number of new, pending and funded SC proposals available in a submission cycle (which occurs two times in a calendar year).

Because of the changes in the number of new, pending and funded SC proposals from one submission cycle to another, the approval of the submission of a SC proposal to NIH for a particular submission date CANNOT BE EXTENDED to a subsequent date.

F. UTSA GRANT PROPOSAL SUBMISSION AND ROUTING SYSTEM - CAYUSE

UTSA grant proposals must be entered and routed through Cayuse424, a new web-based system. Cayuse424 supports all applications for National Institutes of Health submitted through grants.gov. For more information or to arrange a demonstration of the new system, call the RSC (see Appendix) or visit the UTSA CAYUSE or visit the RSC page at http://research.utsa.edu/contact-research/service-center-directory/

G. CAYUSE ROUTING PROCEDURES FOR THE SCORE PROGRAM

The purpose of "routing a grant proposal" is to advise and inform University administrators, including the

appropriate Department Chair and College Dean, of possible future project activities of a faculty or staff member. A proposed project may require special accommodations such as release from teaching assignments, additional space allocation, or assignment of additional graduate students. Routing a proposal also allows the RSC to check the proposal for compliance with applicable University policies and State and Federal regulations related to research and grants. You may review the routing guidelines and procedures on the RSC website at http://research.utsa.edu/research-funding/forms-policies-guidelines/ and electronic routing form at https://comal.it.utsa.edu/routing/home.php

Submission for the SCORE Program requires the following routing:

Your Initial E-Routing chain in Cayuse (for the submission of an approved SC proposal to SCORE program & RSC ONLY):
1. When creating the application in Cayuse, the Proposal Name must start with "SCORE INTERNAL COMPETITION:"
   • The Proposal Name is for Cayuse reference only and is not the same as the Title of your proposal.
2. Full permissions to the application must be given to "Monica Carreon"
3. Since this is a UTSA Internal Competition, the proposal should be routed to the SCORE program and RSC ONLY.
   • Only those applicants selected to submit will route their proposals through the College and RSC.

E-Routing Form & Budget:
1. You can find the e-routing form at: https://comal.it.utsa.edu/routing/login.php
2. You must complete the routing form in its entirety in one sitting
3. Hit the submit button
4. Save a copy of the routing form on your desktop as a PDF
5. Upload that PDF as Attachment #1 in the "Proposal Summary Documents" in Cayuse (Routing form, internal excel budget spreadsheet, research plan and solicitation)
6. The internal budget template will be similarly uploaded into that section as Attachment #2

Your **Final** Routing Chain in Cayuse (for the submission of an approved SC proposal to NIH):
1. PI
2. Chair and/or Dean as determined by your college and department (please check with your administrators)
3. CRTS - SCORE
4. RSC Pre-award Specialist
5. Director of RSC (See appendix for RSC per college)

NOTE: PI's MUST submit completed proposals in CAYUSE with NO ERRORS. All completed proposals with errors will NOT be accepted on the internal deadline submission date.

IV. POST-AWARD FUNCTIONS – GRANT ADMINISTRATION AND PROGRAM EVALUATION

All funded SCORE research projects at UTSA will be administered by the institutional SCORE Program in the Center of Research and Training in the Sciences (CRTS).

A.   General Statement on Allowable and Unallowable Costs:

Grant funds may be used for payment of any relevant direct cost (i.e., salaries, consultant fees, equipment, travel, renovations, supplies, etc.) for biomedical research under the MBRS-SCORE Program except for those listed as unallowable in the PHS-NIH Grants Policy Statements (see PHS Grants Policy Statement, S06 & SCORE SC1 (PAR-16-439), SC2 (PAR-16-438) and SC3 (PAR-16-437). A direct cost is any cost that can be specifically identified with a particular project or program. Direct costs include, but are not limited to salaries, travel, equipment, and supplies **directly** benefiting the project or program. Indirect costs are those incurred by an organization for common or joint objectives, and cannot be identified specifically with a particular project or program. Facilities operation and maintenance costs, depreciation, and administrative expenses are examples of indirect costs. Cost principles permit an organization to establish and use its own accounting system to determine costs, provided it is based on sound accounting principles consistently applied to all organizational activities regardless of the source of funds supporting those activities.

A few examples of **allowable costs** are:
1. Animals for biomedical research;
2. Audiovisual activities;
3. Consultant services;
4. Equipment;
5. Fringe benefits;
6. Publications (page charges)
7. Registration fees
8. Salaries and wages;
9. Supplies
10. Travel costs

For example, the following costs are **not** allowed:
1. Funding for student development, stipends, travel, training and tuition
2. Expenses incurred to send faculty on recruiting trips;
3. Salaries for a dean, assistant dean of research or similar official, secretaries, bookkeepers, or other personnel **not directly** involved in carrying out MBRS-related functions;
4. Entertainment costs;
5. Fund-raising costs;
6. Lobbying costs;
7. Books; journal, membership, internet subscriptions costs;
8. Other costs prohibited by OMB Circular A-21
    http://www.whitehouse.gov/omb/circulars/a021/a21_2004.html
9. Salary support in excess of 100% work effort;
10. Communications (local and long distance telephone calls);

B.   Specific Policies for SCORE Program

1.   Administrative Costs

The administrative costs for managing a complex program such as SCORE Program is provided by the Institution. This support includes staff salary for a Program Coordinator.

2. Research Costs

Direct costs associated with research are provided by the SCORE program via the SC grant awards. They include faculty salaries, based on work effort and summer salary which cannot exceed the equivalent of two months of the 9 month academic year salary. When the investigator engages in research and research-related activities at the agreed-upon level of participation, grant funds may not be used to increase or supplement faculty academic year salaries. Salary support for technical assistance and costs for consultants, if justified, are allowable. Costs for equipment to be used to carry out the proposed research are allowable. Costs for supplies, including costs for animals, necessary to carry out the proposed research may be included. Travel costs for the investigator(s) are permitted when direct benefits to the program are expected, and when adequate justification is provided. Other permitted costs include animal maintenance (unit care costs and number of care days), publication costs, computer charges, rentals and leases, equipment maintenance, and service contracts. Also allowable, when fully justified, are consortium arrangements that may involve personnel costs, supplies, and other allowable costs, including indirect costs. Contractual costs for support services, such as the laboratory testing of biological materials, clinical services, or data processing, are allowable expenses. SCORE funds cannot be used to support research in other non-MBRS institutions.

C. Transfer of Funds between Categories

All transfers/rebudgeting of funds must be approved by the PI, Program Director and the RSC at UTSA. Transfer of funds in excess of 25% of total direct cost per grant year must be approved by NIH.

D. Absence of PI from UTSA or change in work effort for SCORE Research

Prior approval must be obtained from NIH-NIGMS when anticipating an absence from campus (one month or more per grant year) of the Principal Investigator.

E. Student Support

SCORE program does not allow student support including tuition, stipend, travel, and others.

F. UTSA Matching Support for the SCORE Program

UTSA currently funds 50% (salary and benefits) of one Program Coordinator position to support SCORE/CRTS Program

G. Procedures for Expenditures

The SCORE Program account expenditures for all SCORE subproject are handled by the colleges department to which the PI is aligned. All requests for expenditures (i.e., purchases, appointments, petty cash reimbursements, general stores charges, etc.) must be submitted to the SCORE Office for approval for bookkeeping purposes.
Expenditure of faculty salary must be consistent with grant award and based on effort committed

to SC research in the grant proposal to NIH. A significant change in faculty salary expenditure and/or % work effort devoted to SC research must be approved by the Institutional SCORE Program Director, RSC and NIH.

H. No Cost Extension

1. PI submits a request for no-cost extension (along with a Research Progress Report and Student Training Record) to the UTSA SCORE Program no later than 3 months prior to the end date of the funding period
2. UTSA SCORE Program Director and UTSA SCORE Advisory Committee will review this request and recommend approval (or non-approval) to the RSC
3. If approved, RSC will review and submit a no-cost extension request to the NIH within 30 days prior to the end date of the funding period.

I. Acknowledgment of SCORE Support

All publications reporting results from research supported by the SCORE Program, in whole or in part, must include an acknowledgment in the appropriate section of the manuscript. Acknowledgment must include the exact NIH Grant number (i.e., GM 118266) and grant description (i.e., SC 1, 2 or 3).

J. Meeting with SCORE Faculty

SCORE Program Director and Program Coordinator will meet with SCORE Faculty to discuss SCORE Program progress one time per year or as required.

K. Program Evaluation

1. Justification of Evaluation Activities

The mission of the SCORE program at UTSA is to increase significantly the number of under-represented minorities conducting biomedical research. To this end, the major goal of our SCORE program is to 1) develop the biomedical research capability of our faculty and 2) increase in scientific research SCORE faculty trains of MARC/RISE students and students in other diversity programs. Consequently, we have established a list of objectives which will serve as quantitative "indicators" (see paragraph below on Measurable Objectives) to measure program success.

2. Measurable Objectives

Measurable Objective 1: Increase significantly (more than 10% per year in the duration of the SC grant support period) the number of publications in peer-reviewed journals by our SCORE faculty.

Measurable Objective 2: Increase significantly the number of extramural, individual, non-MBRS program-type grants submitted or funded by SCORE faculty.

For Number of Grants Submitted (Objective 2a): increase by 10% per year in the duration of the SC grant support period.

For Number of Grants Funded (Objective 2b): increase by 5% per year in the duration of the grant support period.

Measurable Objective 3: Significantly increase the percent of SCORE faculty providing research training to at least one minority student from the MARC, RISE program and from other diversity programs at UTSA per year. Estimated baseline: 40-50%; projected outcome: increase to more than 60% in 2 years.

3. Data Collection and Reporting

Data Collection and Data Analysis:

SCORE Program office will collect data and evaluate professional development from the following documents provided by SCORE PI's:
1.   Annual Reports submitted by faculty to Department Chairs;
2.   Grant Progress Report submitted by faculty to NIH;
3.   Email reply from SCORE PI in annual surveys

Formative Evaluation and Reporting

Formative evaluations will be carried out once a year in the month of January – February. Reports will be presented by Program Director to the Advisory Committee during its annual meeting.

Summative Evaluation

Summative evaluation will be carried out at the end of each SC grant. .

V. Appendices

APPENDIX A: Names of the Institutional SCORE Program Directors, Staff, and Roster SCORE Committee:

Program Director: Dr. Jose Lopez-Ribot Extension 7022, MBT 1.246

Program Specialist: Monica Carreon   Extension 4976, BSE 2.110L

SCORE Program Advisory Committee

Dr. Jose Lopez-Ribot, Program Director
Dr. Eugene John, Professor of Engineering
Dr. Richard LeBaron, Professor of Biology
Dr. Liao Chen, Professor of Physic

APPENDIX B: Roster of SCORE PI's as of November 15, 2018

ROSTER OF PARTICIPATING SCORE FACULTY

NAME	OFFICE EXT.	Office
#1 Dr. Adel Alaeddini (Mechanical Engineering)	X8747	EB 3.04.48
#2 Dr. Alfonso Apicella (Biology)	X4543	BSB 1.03.26
#3 Dr. Lorenzo Brancaleon (Physics)	X5694	AET 3.203
#4 Dr. Liao Chen (Physics)	X5457	AET3.396
#5 Dr. Mark Eppinger (Biology)	X6276	BSE 3.408
#6 Dr. Eugene John (Electrical Engineering)	X5590	BSE 1.530
#7 Dr. Richard Lebaron (Biology)	X5841	FLN 4.02.48
#8 Dr. Annie Lin (Biology)	X8534	BSB 2.03.24
#9 Dr. Marcelo Marucho (Physics)	X7862	AET 3.374
#10 Dr. Kathryn Mayer (Physics)	X8281	AET 3.348
#11 Dr. Xiaowei Zeng (Mechanical Engineering)	X7698	EB 3.04.24

APPENDIX C: Research Service Center Staff Directory

NAME	EXT.	OFFICE	
RSC for Liberal & Fine Arts, Business & Education (RSC-ABE)			
Dr. Jennifer Silver **(Director)**	X4234	GSR	2.202D
Dr. Jesse Hernandez **(Sr. Research Award Coordinator)**	X6852	GSR	2.202
Dr. Kerri Glaspie **(RAA Pre-Award II)**	X5975	GSR	2.202B
Dr. Margot Oviedo **(RAA Post-Award III*)*	X6376	GSR	2.202A
RSC for Sciences and Engineering (RSC-SCI/ENG)			
Dr. Amy Ossola-Phillips **(Director)**	X6472	BSE	4.124C
Dr. Nanette McKinney **(Assistant Director)**	X8794	BSE	3.112-1
Dr. Christene Donithan **(Sr. Research Award Coordinator)**	X6936	BSE	4.124F
Dr. Mary Riedel **(Sr. Research Award Coordinator)**	X8791	BSE	3.114C
Dr. Melanie Register**(RAA Pre-Award I)**	X4879	BSE	4.124C
Dr. Andy Roybal **(RAA Pre-Award III)**	X8786	BSE	3.114C
Dr. Lydia Thompson **(RAA Pre-Award I)**	X8737	BSE	4.124
Dr. Cedric Williams **(RAA Pre-Award I)**	X8784	BSE	3.114B
Dr. Linda De La Cruz **(RAA Post-Award III)**	X8502	BSE	4.124
RSC for the Downtown Campus (RSC-DTC)			
Dr. Theresa Bailey **(Director)**	X4226	MNT	1.156D
Dr. Angelika Rocha **(Sr. Research Award Coordinator)**	X4113	MNT	1.156C
Dr. Ramiro Cantu **(Sr. Research Award Coordinator)**	X2097	DB	3.324G
Dr. Alicia Bernal **(RAA Post-Award III*)*	X2504	DB	3.324H
Dr. Jennifer Latta **(RAA Post-Award III)**	X8448	MNT	1.156D

APPENDIX D: SCORE Student Training Table:

SCORE Student Training Information
Indicate student training experience (last 4 years)

Professor's name/title:

Student Name	Graduate/ Undergrad.	# of Semesters trained	External posters (regional & national mtgs. only)	# Publications co-authored	URM* (Y/N)	Gender (F/M)	RISE/ MARC Support?	Current position**

* use definition listed in SCORE Program Announcements

** graduate school, medical school, current student, science teacher, other

APPENDIX E: SCORE Campus Announcement and Town Hall Meeting Flyer

Campus Announcement:

UTSA
The University of Texas at San Antonio
SCORE PROGRAM
Support of Competitive Research Program

SCORE applications are solicited for the following deadlines:

UTSA Internal Submission:	**December 3,2018**
NIH Submission:	**January 25, 2019**

IF You are a UTSA FULL-TIME TENURE-TRACK OR TENURED FACULTY
(minority and non-minority) who is actively engaging in biomedical or behavioral research
and training of under-represented minority students at UTSA

YOU MAY BE ELIGIBLE TO APPLY FOR ONE OF THE
NIH - SCORE GRANTS

ALL interested *UTSA faculty*,
are encouraged to submit their proposals to the UTSA SCORE program

FOR FURTHER INFORMATION ON:
NIH - SCORE GRANTS, ELIGIBILITY, AND SUBMISSION PROCESS:

http://www.nigms.nih.gov/Training/SCORE/Pages/default.aspx

or

Contact our office at 458-4976

Sept. 21, 2018	Campus Announcement to all full-time TTR faculty
Nov. 2, 2018	Deadline for Title, Abstract, Specific Aims, Student Training Table, and Proposed funding Mechanism (SC1, SC2, or SC3)
Dec. 3, 2018	Completed proposal submitted through the CAYUSE system to UTSA SCORE Program Office by 5:00 PM.
Dec .14, 2018	SCORE Committee Review
Dec. 19, 2018	Announcement of selected SCORE Proposals by UTSA SCORE Program.
Jan. 25, 2019	Submission to NIH

Town Hall Meeting announcement:

UTSA
The University of Texas at San Antonio

Center for **R**esearch & **T**raining in the **S**ciences
(**CRTS**)

Support of Competitive Research
SCORE Program

presents

INFORMATIONAL TOWN HALL MEETING

1604 Campus
Thursday, October 18th, 2018
10:00 a.m. – 11:00 a.m.
Faculty Center
JPL 4.04.12E

Contact Monica Carreon at 458-4976 for additional information on the SCORE program. http://www.utsa.edu/crts/score/