RAS SHORT STORI ISSUE 4: SEPTEMBER - NOVEMBER 2020 [Q1]

INTRODUCTION

Research Administration Services (RAS) is committed to increasing communication and transparency with our partners. Each month we release the RAS Short STORI (STrategic OutReach Initiative).

The RAS Short STORI includes cumulative FY sponsored project activity metrics and staffing data specific to your local RAS unit.

SPONSORED PROJECT ACTIVITY

- Sponsored Project Activity by RAS Unit (Proposal and Award Volume)
- Proposal Submission Timeline Data
- Workload Insights (Proposals Submitted/FTE and Projects Managed/FTE with Comparisons to the RAS Average and the School of Medicine Average, if applicable)

LOCAL RAS UNIT STAFFING AS OF 11/2020

- Organizational Chart (Including Vacancies)
- FTE Summary

Each quarter we release the RAS STORI. The RAS STORI includes the cumulative sponsored project activity metrics, staffing data specific to your local RAS unit as well as a RAS-wide project and process improvement scorecard.

FY21 HIGHLIGHTS: RAS-WIDE PROJECT AND PROCESS IMPROVEMENTS SCORECARD

- Building a Robust and Resilient Infrastructure
- Pursuing and Reaching Operational Efficiency
- Recruiting and Developing a Strong and Supported Workforce

Stakeholders can access current and archived versions of the RAS Short STORIs and RAS STORIs online at http://ras.emory.edu/. We will continue to add information and data to the RAS STORI as ORA metrics evolve. You can access ORA Mission Metrics online at http://www.or.emory.edu/reporting/mission_metrics/index.html.

We welcome input and suggestions to improve RAS communication. Contact Denise Ehlen, RAS Associate Vice President (denise.ehlen@emory.edu) to share your ideas. You can always share input on your RAS experience and suggestions for process improvements using our online feedback form available at https://form.jotform.com/201185591014044.
FY21 RAS HIGHLIGHTS: SEPTEMBER - NOVEMBER 2020
SPONSORED PROJECT ACTIVITY SUPPORTED BY ALL RAS UNITS

SPONSORED PROJECT ACTIVITY BY RAS UNIT

Proposal Volume¹ Cumulative FY20 and FY21 September - November Proposal Submissions by RAS Unit²

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ABOSS</td>
<td>$46,413,042 166</td>
<td>$46,338,440 165</td>
<td>-0.16%</td>
<td>-0.60%</td>
</tr>
<tr>
<td>BSCI</td>
<td>$34,979,778 148</td>
<td>$41,616,112 147</td>
<td>18.97%</td>
<td>0.68%</td>
</tr>
<tr>
<td>CAPS</td>
<td>$13,950,759 98</td>
<td>$15,144,651 108</td>
<td>8.56%</td>
<td>10.20%</td>
</tr>
<tr>
<td>C&amp;I</td>
<td>$32,460,332 124</td>
<td>$31,165,711 134</td>
<td>-3.99%</td>
<td>8.06%</td>
</tr>
<tr>
<td>DOM</td>
<td>$48,095,779 155</td>
<td>$52,575,408 154</td>
<td>9.31%</td>
<td>-0.65%</td>
</tr>
<tr>
<td>HSS</td>
<td>$13,452,897 73</td>
<td>$13,749,851 57</td>
<td>2.21%</td>
<td>-21.92%</td>
</tr>
<tr>
<td>PEDS</td>
<td>$28,053,857 134</td>
<td>$44,919,565 140</td>
<td>60.12%</td>
<td>4.48%</td>
</tr>
<tr>
<td>PHN</td>
<td>$37,652,167 155</td>
<td>$41,959,952 173</td>
<td>11.44%</td>
<td>11.61%</td>
</tr>
<tr>
<td>YRK</td>
<td>$19,164,469 36</td>
<td>$29,826,754 43</td>
<td>55.64%</td>
<td>19.44%</td>
</tr>
</tbody>
</table>

¹ Unclassified proposals (not assigned to a RAS Unit) are not included.
² Data Source: EBI
### FY21 EPEX Proposal Submission Summary

**Cumulative September - November by RAS Unit**

<table>
<thead>
<tr>
<th>RAS Unit</th>
<th>Submitted 4 or More Days Prior to Due Date</th>
<th>Submitted within 3 Days of the Due Date [Including ON the Due Date]</th>
<th>Submitted Late</th>
<th>Total Number of Proposals</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABOSS</td>
<td>16</td>
<td>129</td>
<td>7</td>
<td>152</td>
</tr>
<tr>
<td>BSCI</td>
<td>33</td>
<td>102</td>
<td>3</td>
<td>138</td>
</tr>
<tr>
<td>CAPS</td>
<td>17</td>
<td>91</td>
<td>0</td>
<td>108</td>
</tr>
<tr>
<td>C&amp;I</td>
<td>43</td>
<td>52</td>
<td>8</td>
<td>103</td>
</tr>
<tr>
<td>DOM</td>
<td>39</td>
<td>90</td>
<td>8</td>
<td>137</td>
</tr>
<tr>
<td>HSS</td>
<td>6</td>
<td>43</td>
<td>1</td>
<td>50</td>
</tr>
<tr>
<td>PEDS</td>
<td><strong>43</strong></td>
<td><strong>86</strong></td>
<td><strong>3</strong></td>
<td><strong>132</strong></td>
</tr>
<tr>
<td>PHN</td>
<td>22</td>
<td>148</td>
<td>0</td>
<td>170</td>
</tr>
<tr>
<td>YRK</td>
<td>5</td>
<td>36</td>
<td>0</td>
<td>41</td>
</tr>
<tr>
<td>Total</td>
<td><strong>224</strong></td>
<td><strong>777</strong></td>
<td><strong>30</strong></td>
<td><strong>1031</strong></td>
</tr>
</tbody>
</table>

**Summary %**

- 21.73%
- 75.36%
- 2.91%

---

### FY21 EPEX Proposal Submission Detailed Summary

**Proposals Submitted WITHIN 3 Days of Due Date**

<table>
<thead>
<tr>
<th>RAS Unit</th>
<th>Submitted 2-3 Days Prior to Due Date</th>
<th>% by Unit</th>
<th>Submitted 1 Day Prior to Due Date</th>
<th>% by Unit</th>
<th>Submitted on Due Date</th>
<th>% by Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABOSS</td>
<td>30</td>
<td>19.74%</td>
<td>47</td>
<td>30.92%</td>
<td>52</td>
<td>34.21%</td>
</tr>
<tr>
<td>BSCI</td>
<td>30</td>
<td>21.74%</td>
<td>33</td>
<td>23.91%</td>
<td>39</td>
<td>28.26%</td>
</tr>
<tr>
<td>CAPS</td>
<td>23</td>
<td>21.30%</td>
<td>27</td>
<td>25.00%</td>
<td>41</td>
<td>37.96%</td>
</tr>
<tr>
<td>C&amp;I</td>
<td>22</td>
<td>21.36%</td>
<td>19</td>
<td>18.45%</td>
<td>11</td>
<td>10.68%</td>
</tr>
<tr>
<td>DOM</td>
<td>30</td>
<td>21.90%</td>
<td>29</td>
<td>21.17%</td>
<td>31</td>
<td>22.63%</td>
</tr>
<tr>
<td>HSS</td>
<td>11</td>
<td>22.00%</td>
<td>12</td>
<td>24.00%</td>
<td>20</td>
<td>40.00%</td>
</tr>
<tr>
<td>PEDS</td>
<td><strong>35</strong></td>
<td><strong>26.52%</strong></td>
<td><strong>25</strong></td>
<td><strong>18.94%</strong></td>
<td><strong>26</strong></td>
<td><strong>19.70%</strong></td>
</tr>
<tr>
<td>PHN</td>
<td>32</td>
<td>18.82%</td>
<td>43</td>
<td>25.29%</td>
<td>73</td>
<td>42.94%</td>
</tr>
<tr>
<td>YRK</td>
<td>5</td>
<td>12.20%</td>
<td>8</td>
<td>19.51%</td>
<td>23</td>
<td>56.10%</td>
</tr>
<tr>
<td>Total</td>
<td><strong>218</strong></td>
<td><strong>243</strong></td>
<td></td>
<td><strong>316</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**% of ALL RAS Proposals**

- 21.14%
- 23.57%
- 30.65%

**Summary %**

- 75.36%

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1 Unclassified proposals (not assigned to a RAS Unit) are not included.
2 Data Source: Compass
## FY20 EPEX Proposal Submission Summary

### Cumulative September - November by RAS Unit

<table>
<thead>
<tr>
<th>RAS Unit</th>
<th>Submitted 4 or More Days Prior to Due Date</th>
<th>Submitted within 3 Days of the Due Date [Including ON the Due Date]</th>
<th>Submitted Late</th>
<th>Total Number of Proposals</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABOSS</td>
<td>28</td>
<td>116</td>
<td>4</td>
<td>148</td>
</tr>
<tr>
<td>BSCI</td>
<td>37</td>
<td>100</td>
<td>3</td>
<td>140</td>
</tr>
<tr>
<td>CAPS</td>
<td>18</td>
<td>78</td>
<td>0</td>
<td>96</td>
</tr>
<tr>
<td>C&amp;I</td>
<td>24</td>
<td>51</td>
<td>4</td>
<td>79</td>
</tr>
<tr>
<td>DOM</td>
<td>27</td>
<td>90</td>
<td>17</td>
<td>134</td>
</tr>
<tr>
<td>HSS</td>
<td>12</td>
<td>56</td>
<td>2</td>
<td>70</td>
</tr>
<tr>
<td>PEDS</td>
<td>37</td>
<td>88</td>
<td>0</td>
<td>125</td>
</tr>
<tr>
<td>PHN</td>
<td>15</td>
<td>144</td>
<td>1</td>
<td>160</td>
</tr>
<tr>
<td>YRK</td>
<td>3</td>
<td>34</td>
<td>0</td>
<td>37</td>
</tr>
<tr>
<td>Total</td>
<td>201</td>
<td>757</td>
<td>31</td>
<td>989</td>
</tr>
</tbody>
</table>

**Summary %**  
| 20.32% | 76.54% | 3.13% |

## FY20 EPEX Proposal Submission Detailed Summary

Proposals Submitted WITHIN 3 Days of Due Date

<table>
<thead>
<tr>
<th>RAS Unit</th>
<th>Submitted 2-3 Days Prior to Due Date</th>
<th>% by Unit</th>
<th>Submitted 1 Day Prior to Due Date</th>
<th>% by Unit</th>
<th>Submitted on Due Date</th>
<th>% by Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABOSS</td>
<td>26</td>
<td>17.57%</td>
<td>34</td>
<td>22.97%</td>
<td>56</td>
<td>37.84%</td>
</tr>
<tr>
<td>BSCI</td>
<td>30</td>
<td>21.43%</td>
<td>25</td>
<td>17.86%</td>
<td>45</td>
<td>32.14%</td>
</tr>
<tr>
<td>CAPS</td>
<td>11</td>
<td>11.46%</td>
<td>25</td>
<td>26.04%</td>
<td>42</td>
<td>43.75%</td>
</tr>
<tr>
<td>C&amp;I</td>
<td>18</td>
<td>22.78%</td>
<td>21</td>
<td>26.58%</td>
<td>12</td>
<td>15.19%</td>
</tr>
<tr>
<td>DOM</td>
<td>30</td>
<td>22.39%</td>
<td>27</td>
<td>20.15%</td>
<td>33</td>
<td>24.63%</td>
</tr>
<tr>
<td>HSS</td>
<td>11</td>
<td>15.71%</td>
<td>20</td>
<td>28.57%</td>
<td>25</td>
<td>35.71%</td>
</tr>
<tr>
<td>PEDS</td>
<td>21</td>
<td>16.80%</td>
<td>32</td>
<td>25.60%</td>
<td>35</td>
<td>28.00%</td>
</tr>
<tr>
<td>PHN</td>
<td>16</td>
<td>10.00%</td>
<td>38</td>
<td>23.75%</td>
<td>90</td>
<td>56.25%</td>
</tr>
<tr>
<td>YRK</td>
<td>5</td>
<td>13.51%</td>
<td>4</td>
<td>10.81%</td>
<td>25</td>
<td>67.57%</td>
</tr>
<tr>
<td>Total</td>
<td>168</td>
<td>16.99%</td>
<td>226</td>
<td>22.85%</td>
<td>363</td>
<td>36.70%</td>
</tr>
</tbody>
</table>

**Summary %**  
| 76.54% |
**Award Volume Cumulative FY20 and FY21 September - November Awards by RAS Unit**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ABOSS</td>
<td>$35,151,181</td>
<td>$14,262,421</td>
<td>-59.43%</td>
<td>-7.94%</td>
</tr>
<tr>
<td>BSCI</td>
<td>$15,864,505</td>
<td>$22,497,621</td>
<td>41.81%</td>
<td>-3.45%</td>
</tr>
<tr>
<td>CAPS</td>
<td>$3,460,424</td>
<td>$6,289,513</td>
<td>81.76%</td>
<td>2.44%</td>
</tr>
<tr>
<td>C&amp;I</td>
<td>$11,913,874</td>
<td>$9,056,819</td>
<td>-23.98%</td>
<td>-19.09%</td>
</tr>
<tr>
<td>DOM</td>
<td>$10,129,994</td>
<td>$37,599,851</td>
<td>271.17%</td>
<td>6.03%</td>
</tr>
<tr>
<td>HSS</td>
<td>$5,455,202</td>
<td>$5,820,925</td>
<td>6.70%</td>
<td>-32.00%</td>
</tr>
<tr>
<td>PEDS</td>
<td>$19,933,822</td>
<td>$21,605,816</td>
<td>8.39%</td>
<td>-21.37%</td>
</tr>
<tr>
<td>PHN</td>
<td>$26,455,699</td>
<td>$20,493,492</td>
<td>-22.54%</td>
<td>.98%</td>
</tr>
<tr>
<td>YRK</td>
<td>$9,438,014</td>
<td>$8,705,698</td>
<td>-7.76%</td>
<td>13.64%</td>
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</tbody>
</table>

Unclassified awards (not assigned to a RAS Unit) are not included.

Data Source: EBI
FY21 RAS HIGHLIGHTS: SEPTEMBER - NOVEMBER 2020

RAS-WIDE WORKLOAD

The RAS Unit Capacity data provides an overview of the key pre- and post-award data that describe the staff members’ workload.

- Pre-award workload is represented by the average number of proposals submitted per pre-award FTE/month in FY2020 as compared to FY2021 (with the year over year change highlighted).
- Post-award workload is represented by the average number of sponsored projects managed per FTE/month in FY2020 as compared to FY2021 (with the year over year change highlighted).

The average pre- and post-award workload across all RAS units and in the SOM RAS units is also provided for comparison purposes. Increases and/or decreases can be attributed to increases in changes in proposals submission per month, changes in volume of sponsored project activities per month, prolonged RAS staff vacancies, RAS staff turnover, and/or the addition of McKinsey hires. These data simply provide a snapshot of RAS staff workload.

<table>
<thead>
<tr>
<th>KEY</th>
<th>FY21 Proposals Submitted/FTE GREATER than RAS Average/Month</th>
<th>FY21 Projects Managed/FTE GREATER than RAS Average/Month</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>AVERAGE PROPOSALS SUBMITTED PER FTE PER MONTH [SEPT - NOV 2020]</td>
<td>AVERAGE PROJECTS MANAGED PER FTE PER MONTH [SEPT - NOV 2020]</td>
</tr>
<tr>
<td>ABOSS</td>
<td>6.9</td>
<td>46.2</td>
</tr>
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<td>BSCI</td>
<td>6.1</td>
<td>55.6</td>
</tr>
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<td>CAPS</td>
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<td>60.0</td>
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<td>C&amp;I</td>
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<td>119.2</td>
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<td>8.1</td>
<td>70.1</td>
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<td><strong>6.7</strong></td>
<td><strong>49.8</strong></td>
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<td>YRK</td>
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<td>49.2</td>
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<td>RAS AVG</td>
<td>124.56</td>
<td>6.28</td>
</tr>
<tr>
<td>SOM AVG</td>
<td>132.83</td>
<td>6.62</td>
</tr>
</tbody>
</table>
## ORGANIZATIONAL CHART [INCLUDING VACANCIES as of 11/2020]

### DIRECTOR
**Supervises, Pre-Award Manager, Post-Award Manager, and Post-Award Manager / Navigator**

Lacey Wilson  
lacey.m.wilson@emory.edu | 404-727-1019

### PRE-AWARD MANAGER
**Supervises Pre-Award Staff**

Kimberly Caroline  
lacey.m.wilson@emory.edu | 404-727-1019

### POST-AWARD MANAGER / NAVIGATOR
**Supervises Post-Award Staff**

Ashley Crawley  
acrawl3@emory.edu | 404-453-6451

### POST-AWARD MANAGER
**Supervises Post-Award Staff**

Tarrance Malone  
tmalon2@emory.edu

### Pre-Award FTE: 9.0  
Post-Award FTE: 13.0

*1.0 PEDS RAS FTE is grant-funded (to perform grant-related tasks outside RAS scope of services)*

**The Temporary Post-Award FTE is NOT included in the total. This position will be eliminated when vacancies are filled.**

### Pre-Award Team
- **Jyotsna Saxena**  
  jsaxen2@emory.edu  
  470-453-2190

- **Connie Rivers**  
  csstev2@emory.edu

- **Debra Armstrong**  
  darmst3@emory.edu  
  470-451-1946

- **Jacquelyn Manduley**  
  jfmandu@emory.edu  
  470-453-3199

- **Milagros Benitez**  
  mbenit2@emory.edu  
  470-453-5323

- **Michelle Rogers**  
  mroge22@emory.edu

- **Carolyn Bryant**  
  cmbryan@emory.edu  
  470-453-5996

- **Maurice Sanders**  
  msand27@emory.edu  
  470-453-9364

- **Rhonda Gibson**  
  rgibbs22@emory.edu  
  470-452-5618

- **Angela McCoy**  
  ammccoy@emory.edu  
  470-451-1650

- **Glenwood Thomas**  
  glthom2@emory.edu  
  470-571-4247

- **TBD [Vacancy]**  
  CT Pre III

### Post-Award Team 1
- **Jyotsna Saxena**  
  jsaxen2@emory.edu  
  470-453-2190

- **Connie Rivers**  
  csstev2@emory.edu

- **Debra Armstrong**  
  darmst3@emory.edu  
  470-451-1946

- **Jacquelyn Manduley**  
  jfmandu@emory.edu  
  470-453-3199

- **Milagros Benitez**  
  mbenit2@emory.edu  
  470-453-5323

- **Michelle Rogers**  
  mroge22@emory.edu

- **Carolyn Bryant**  
  cmbryan@emory.edu  
  470-453-5996

- **Maurice Sanders**  
  msand27@emory.edu  
  470-453-9364

- **Rhonda Gibson**  
  rgibbs22@emory.edu  
  470-452-5618

- **Angela McCoy**  
  ammccoy@emory.edu  
  470-451-1650

- **Glenwood Thomas**  
  glthom2@emory.edu  
  470-571-4247

- **TBD [Vacancy]**  
  CT Pre III

### Post-Award Team 2
- **Jyotsna Saxena**  
  jsaxen2@emory.edu  
  470-453-2190

- **Connie Rivers**  
  csstev2@emory.edu

- **Debra Armstrong**  
  darmst3@emory.edu  
  470-451-1946

- **Jacquelyn Manduley**  
  jfmandu@emory.edu  
  470-453-3199

- **Milagros Benitez**  
  mbenit2@emory.edu  
  470-453-5323

- **Michelle Rogers**  
  mroge22@emory.edu

- **Carolyn Bryant**  
  cmbryan@emory.edu  
  470-453-5996

- **Maurice Sanders**  
  msand27@emory.edu  
  470-453-9364

- **Rhonda Gibson**  
  rgibbs22@emory.edu  
  470-452-5618

- **Angela McCoy**  
  ammccoy@emory.edu  
  470-451-1650

- **Glenwood Thomas**  
  glthom2@emory.edu  
  470-571-4247

- **TBD [Vacancy]**  
  CT Pre III

- **Talaya Stevenson**  
  tstev23@emory.edu  
  404-727-2886

- **Tracy Strickland**  
  tdstric@emory.edu  
  470-453-8026

- **Shakita Copeland**  
  shakita.copeland@emory.edu

- **Jennifer Eichelberger**  
  jeiche2@emory.edu  
  470-453-9632

- **Adriana Gibby**  
  acardon@emory.edu

- **Yasir Deafalla**  
  ydeafal@emory.edu  
  470-451-1558

- **Marcha Gatewood**  
  mgraven@emory.edu  
  404-251-2968

- **TBD [Vacancy]**  
  Post III

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*1.0 PEDS RAS FTE is grant-funded (to perform grant-related tasks outside RAS scope of services)*

**The Temporary Post-Award FTE is NOT included in the total. This position will be eliminated when vacancies are filled.*