**NESDIS COOPERATIVE INSTITUTES ADMINISTRATORS WORKSHOP**  
**June 21-22, 2006**  
**Burt Hall Room 193**  
**Oregon State University -- Corvallis, Oregon**

Burt Hall is located inside the OSU campus near the intersection of Monroe Ave. and Arnold Way [http://oregonstate.edu/cw_tools/campusmap/](http://oregonstate.edu/cw_tools/campusmap/)

**June 21, 2006 (Wednesday)**

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Speakers</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30-9:00</td>
<td>Welcome, Introductions and Review of Agenda</td>
<td>Vandehey/Moll/-Mayo</td>
</tr>
<tr>
<td>9:00-9:30</td>
<td>Review of Action Items from NY October 2005 meeting</td>
<td>Moll/Merchant</td>
</tr>
<tr>
<td>9:30-10:00</td>
<td>Updates from NOAA's Grants Management Division</td>
<td>Nelson</td>
</tr>
<tr>
<td></td>
<td>. Special Award Conditions (SAC) for CIs</td>
<td></td>
</tr>
<tr>
<td></td>
<td>. Logos</td>
<td></td>
</tr>
<tr>
<td></td>
<td>. Non-government people using .gov e-mail</td>
<td></td>
</tr>
<tr>
<td></td>
<td>. GMD Workshop dates for 2007</td>
<td></td>
</tr>
<tr>
<td></td>
<td>. Contracts vs. Grants</td>
<td></td>
</tr>
<tr>
<td>10:00-10:15</td>
<td>BREAK</td>
<td>All</td>
</tr>
<tr>
<td></td>
<td>. Deemed Exports</td>
<td></td>
</tr>
<tr>
<td></td>
<td>. Grants.gov</td>
<td></td>
</tr>
<tr>
<td></td>
<td>. Public Law (PL) 106-107</td>
<td></td>
</tr>
<tr>
<td></td>
<td>. Pre-award, Post Award, Audits</td>
<td></td>
</tr>
<tr>
<td></td>
<td>. Grants Standardization</td>
<td></td>
</tr>
</tbody>
</table>
11:15-11:30  Move to CI Director’s meeting room  All

11:30-12:30  Joint Session with Directors
  . Business Processing Reengineering  Nelson
  . Q & A’s with GMD & CI Administrators  Guch/Nelson

12:30-1:30  LUNCH  All

1:30-2:00  Updates from NESDIS/STAR(ORA)  Guch
  . Overview of STAR today
  . Organizational structure

2:00-2:30  CI Proposal Styles  Moll/Guch/Mayo
  . Task I
  . Task II
  . Task III
  . Other Tasks (if desired)
  . Statutory Authorities Reminder

    GMD Checklist  Mayo/Nelson

2:30-3:00  Proposals submitted to NOAA  Moll/Nelson
  . Terminology/how the proposal helps accomplish NOAA’s mission
  . NOAA Mission Goals  Guch
  . Funding for proposals (getting it to STAR)/Multi-year proposals  Guch/Mayo
  . Release of Funds  Nelson
  . Budget Justifications  Mayo
  . Identifying travel  Mayo
  . Publications/Acknowledgements and Disclaimers reminders  Moll/Guch
3:00-3:15  BREAK AND GATHERING FOR TOUR  All
3:15-4:45  Tour of Oregon State University Campus  All
4:45-5:00  Next day reminders and adjourn  All
Evening  Dinner Plans To Be Determined

June 22, 2006 (Thursday)  Continuation of NESDIS Cooperative Institutes Administrators Workshop

9:00 – 12:00  CI Formal Review Process involving the NOAA Science Advisory Board
  - NOAA CI Committee (forum for all NOAA CI issues)  Guch
  - SAB Timelines and Guidelines  Guch
  - NESDIS example of Technical Questions  Guch
  - NESDIS example of Administrative Questions  Mayo/Moll

BREAK  All
  - Shared experiences of formal reviews for CIOSS et al. planning
    - CIRA  McInnis-Efaw/Noble
    - CIMSS  Achtor/Wu
    - CICS  Arkin/Jones

12:00-1:00  LUNCH  All

1:00-2:00  Proposal Funding  Mayo/Guch
  - Partial Funding in GOL
  - Identifying Funding Source
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Responsible Party</th>
</tr>
</thead>
</table>
| 2:00-2:30 | Required Technical Reports (due dates)  
Delinquent Financial Reports (new policies and procedures) | Nelson/Moll/Guch           |
| 2:30-3:00 | Grants Online -- new updates  
E-gov Geospatial One-Stop Project | Nelson                      |
| 3:00-3:15 | BREAK                                                                    | All                         |
| 3:15-4:00 | NOAA & University Administrators to meet separately  
. Identify issues/action items | All                        
          |                                                                       | (Guch & Vandehey as respective Leads) |
| 4:00-5:00 | CI and NOAA Administrators reconvene as a group  
. Concur on issues/action items/timelines for actions  
. Assign a “Lead” for each action item  
. Suggestions for date and location of next Workshop | All                        |
| 5:00 | Adjourn                                                                |                            |