

Setup Team: All Sources All Billing Basis

Director: Michelle Ward, michelle.ward@umaryland.edu

RS-SPAC Setup or
spacsetup@umaryland.edu

Deborah Alleyne – Manager



DEBORAH ALLEYNE

Manager

410-706-0487

dalleyne@umaryland.edu

Questions for Setup Team

- When is my project going to be set up
 - My project is setup wrong
 - The PI, Sponsor or F&A is wrong on the award
 - Why is my project set up this way
 - Why can't I have multiple projects
 - Why are the projects on different awards.
 - Need cost share on my award
 - Question on a child project
 - Questions on Temp Awards unless it is to setup a temp which would first start at SPA
 - My budget is wrong on my award
 - My budget is not showing up in QA
 - Questions on NCE, expirations
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BILLING TEAMS:

Director: Michelle Ward, michelle.ward@umaryland.edu

Assistant Director: Krista Salsberg, ksalsberg@umaryland.edu

Questions for Billing Team

- Where is my bill
- I need to do an adj on my ROE
- Why did you bill this way
- Questioned costs on billing
- Need to bill this project
- Sponsor contacted me about the bill

THERE ARE 3 BILLING TEAMS NONFED, FED, VMS

NONFED BILLING TEAM

RS-SPAC Billing Non Fed or
billnonfed@umaryland.edu

Krissy Long– Manager



KRISSY LONG

Manager

410-706-2927

Krissy.long@umaryland.edu

SOURCE: 335 C&G State & Local
345 C&G State & Local Fed P
365 C&G Private
375 C&G Private Fed P

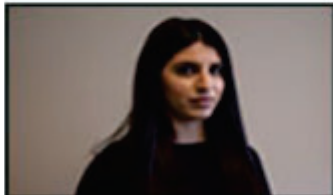
BILLING BASIS: COST

SCHEDULE/COST

FED BILLING TEAM

RS-SPAC Billing Fed or billfed@umaryland.edu

Danijela Macakanja– Manager



DANIJELA MACAKANJA
Manager
410-706-2938
dmacakanja@umaryland.edu

SOURCE: 315- C&G Federal

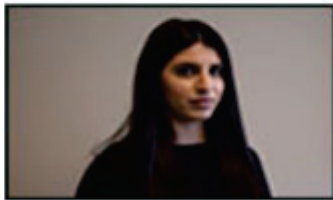
BILLING BASIS: COST

SCHEDULE/COST

VMS BILLING TEAM

RS-SPAC Billing Vol_Mile_Schd or
billvms@umaryland.edu

Danijela Macakanja– Manager



DANIJELA MACAKANJA
Manager
410-706-2938
dmacakanja@umaryland.edu

SOURCE: 315- C&G Federal

335 C&G State & Local

345 C&G State & Local Fed P

365 C&G Private

375 C&G Private Fed P

BILLING BASIS: VOLUME

MILESTONE

SCHEDULE

REPORTING, COLLECTION & AR AND COST

Director: Rama Camara Spasic rcamaraspasic@umaryland.edu

FFR REPORTING TEAM (aka Quality Assurance)

RS-SPAC Fed Fin Report or
spacffr@umaryland.edu

Hamid Badiei-Boushehri, Manager



HAMID BADIEI-BOUSHEHRI

Manager

hbboushehri@umaryland.edu

410-706-2430

Questions for FFR Team

- I need my FFR submitted
- Why was my FFR submitted for that amount
- My FFR seems incorrect
- Question on Draws
- Who can sign my FFR
- Why was my FFR submitted w/out signature

Quality Assurance Behind the scenes tasks

- Reconciliations
 - Refunds
 - Relinquishment
 - Audits
 - Year End
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CAR TEAM (aka Collections and Accounts Rec)

RS-SPAC Collections or

spaccollections@umaryland.edu

Janel Williams, Supervisor



Janel Williams
Supervisor

jwilliams@umaryland.edu

410-706-2927

Questions for CAR Team

- Banking information
 - ACH or vendor form needs to be filled out
 - Have you received my payment
 - Why is my payment not showing posted
 - How do I obtain a W-9 for a sponsor
 - Can I receive the original invoices with my collection letter
 - Are you sending a Dunning Letter to this sponsor
 - Can you stop dunning a sponsor
 - I have a payment in my office how do I get it applied
 - My sponsor wants to institute a payment plan
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COST ANALYSIS AND COMPLIANCE TEAM

RS-SPAC Effort Reporting Help or
effort@umaryland.edu



Beryl Gwan
Senior Manager
410-706-2909
bgwan@umaryland.edu

Questions for Cost Team

- How to do a DR or a BR
 - How do you calculate fringe
 - Where is our fringe letter
 - Where is our F&A letter
 - F&A rate questions
 - Service Center questions
 - Effort questions
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ADMINISTRATIVE TEAM



NATHAN HOLLOWAY
Administrative Assistant
410-706-5240
nhollaway@umaryland.edu

Questions for Administrative Team

- I have a survey that needs to be filled out
- I need audited financial statement
- I need an A133 subrecipient survey filled
- I need vendor banking information (if CAR did not answer)
- Any PRE-AWARD needs should be handled by SPA and if you need further financial information please forward to Nathan

SPAC ADMINISTRATION



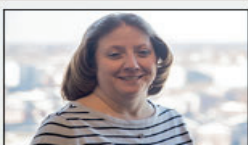
LAURA SCARANTINO
Assistant Vice President
410-706-2562
lscarantino@umaryland.edu



RAMA CAMARA SPASIC
Director
FFR Reporting/Quality Assurance, CAR and Costing and Compliance
410-706-7759
rcamaraspasic@umaryland.edu



MICHELLE WARD
Director
Billing and Setup Teams
410-706-2889
michelle.ward@umaryland.edu



KRISTA SALSBERG
Assistant Director Billing Team
410-706-6786
ksalsberg@umaryland.edu



NATHAN HOLLOWAY
Administrative Assistant
410-706-5240
nhollaway@umaryland.edu