

2024-2025
Unit Annual Report
Division of Academic Affairs
Unit: Office of Research and Sponsored Programs_

Please submit by June 1st to the AVP for Institutional Research & Planning

I Mission and Goal/Outcomes Statement:

Provide overall Mission/Goal Statement for your unit.

Creation of the Office of Research and Sponsored Programs

The Office of Research and Sponsored Programs (ORSP), which will report to Academic Affairs. This new structure will oversee state, federal, and research-based grants, previously managed by Institutional Advancement. The creation of ORSP, established using no new funds at this time, creates a strategic infrastructure that will 1) support the university's growth in faculty research, 2) prepare us for our eventual federal designation as an Hispanic Serving Institution (HSI), and 3) add capacity to our Advancement team and a significant fundraising campaign to come.

Establishing ORSP is a key step in expanding research capabilities and enhancing the support systems available to our faculty, librarians, and staff. By consolidating these functions within Academic Affairs, not only do we free up the time of many department-level staff members, but we create a more robust infrastructure to support research and scholarly activities, which will be essential to our campus mission and future as an HSI. As Fitchburg State continues to grow and evolve, our Institutional Advancement team will continue to focus its efforts on alumni relations, cultivation of new donors, corporate giving, and stewardship of major gifts. The shift away from seeking federal, state, or research-based grants will allow the small but dedicated Advancement team to concentrate on building the relationships and securing the resources that will sustain our university for years to come.

(From President Hodge's Announcement of Organizational Restructuring August 23rd, 2024)

II Personnel:

List all staff and note all personnel changes that occurred during 24-25.

Name

Andrew Goodwin

Began FY 2025 as Director of Early College and Dual Enrollment

June 10, 2024-Promoted to Director of Corporate, Foundation, and Government Grant Relations

August 23, 2024-Restructured to Director of Office of Research and Sponsored Programs

Megan Boyd

Began FY 2025 Director of Corporate, Foundation, and Government Grant Relations

August 23, 2024-Restructured to Asst. Director Officer of Research and Sponsored Programs

September 12, 2024-Resigned

Fernando Garcia
September 30, 2024-Hired as Director of Early College and Dual Enrollment

Kristi Fritscher
February 24, 2025- Hired as Staff Associate, Fiscal Coordinator, Officer of Research and Sponsored Programs, replacing Asst. Director Line

III Facilities/Equipment:

List any new facilities/equipment/software etc. acquired during 24-25.

None

IV Budget Expenditure Analysis:

Was the budget expended as planned? Were additions/changes made, and if so, explain.

The Grant Center Institutional Operational Budget (T65-5070) was spent as planned. Of the \$34,340 originally allocated for Grant Center Operations \$19,182.59 has been spent. The surplus accumulated as a result of moving potential expenses to external funding and indirect funds.

V Programs/Activities:

List major campus activities, events etc. that the office participated in/supported; committees served; community outreach; etc. List events provided to current and prospective students. Also, provide professional development of all staff.

During FY 2025 ORSP submitted or provided technical support for the submission of the following applications for new external funded programs.

Funding Source	Amount Requested	Amount Awarded
Fairlawn Health Foundation Nursing Equipment Grant	\$50,000	\$50,000
USED TRIO Student Support Services Grant (5 Yrs.)	\$1,523,045	Pending
USED TRIO Student Support Services - STEM (5 Yrs.)	\$1,361,820	Pending
DHE CDEP	\$40,000	\$40,000
DHE CDEP Supplemental Grant	\$35,000	\$35,000
NSF Arctic's Edge Research Sub Award	\$48,855	Declined
NPRC Cold Fish in a Warming World Sub Award	\$19,836	\$19,836
DHE Hunger Free Campus Grant	\$23,992	\$23,992
DHE Behavioral and Mental Health Grant	\$373,749	\$373,749
DESE/ RTI Early College PD Grant	\$10,000	\$10,000
DHE MAICEI Implementation Grant	\$199,999	\$199,999
UMass Lowell Digital Literacy Navigators Sub Award	\$65,577	\$65,577
Mass EOPSS Cyber Incident Response Planning Grant	\$50,000	Pending
DHE Basic Needs Security Grant	\$114,172	\$114,172

US NEH Sabbatical Fellowship	\$45,000	Pending
Mass Nursing Council Workforce Sustainability Grant	\$3,356	\$3,356
CFNCM Career/Educ. Readiness Grant	\$10,000	Pending
	Total Requested	Total Awarded
	\$3,974,401	\$935,681

During FY 2025 ORSP provided technical support and grants managements for the following **existing** externally funded programs.

Federal	
Mars Data Analysis Program	\$65,229
NSF Ethical and Responsible Research	\$21,830
NSF S-STEM	\$363,058
TRIO-Student Support Services	\$304,609
Upward Bound	\$432,551
Upward Bound Math & Science	\$309,505
EPA Environ Justice Problem Solving Grant	\$50,000
National Endowment for Humanities	\$500,000
HUD CPF Theater Block Phase 2 Grant	\$2,000,000
Total Federal	\$4,046,782
State of Massachusetts	
Commonwealth Dual Enrollment Program (CDEP)	\$75,000
Early College Programming Designation Grant	\$167,040
Remixing Open Textbooks through an Equity Lens (Rotel)	\$58,500
Massachusetts Inclusive Concurrent Enrollment Initiative (MAICEI)	\$269,799
Digital Literacy -Public Higher Ed Resources Tackling Broadband Digital Equity Gap	\$128,196
MWCC Summer STEM Scholars Program	\$4,500
MA Skills Capital Grant Robotics Lab	\$300,000
Moving to College Program	\$36,864
Student Behavioral and Mental Health Grant	\$373,749
MassTeach Grant	\$39,000
State University SUCCESS Grant	\$1,297,587
Hunger Free Campus FY 2025	\$23,993
Basic Needs Security Grant	\$114,173
Total State of Massachusetts	\$2,888,401
Private Foundation	

Balfour Foundation Diverse Future Educators Academy	\$16,000
George I. Alden Trust Augmented Reality in Nursing Education	\$100,000
Internship Opportunity Fund Grant	\$125,000
Moderna Foundation Research Scholars	\$55,901
Massachusetts Cultural Council FY25 Festivals and Projects Grant	\$2,500
AAC&U Educational Resources as the Means to Enhance Integrative Learning	\$3,750
MA Life Sciences Center Workforce Development Capital Grant	\$51,620
CNEcl Grant	\$3,356
Student Success Grant	\$19,424
Marieb Charitable Foundation Grant	\$59,588
Fairlawn Foundation Grant For Nursing Equipment	\$50,000
CFNCM Career Readiness and Educational Access Grant- Para-Pro	\$30,000
Total Private Foundation	\$517,140
FY 2025 Total Grants Managed	\$7,452,323

VI Action Plan for 2024-25:

(Insert your 24-25 Action Plan from last year's report)

Not Applicable-Office Created in FY 2025

VII Assessment Report for 2024-25

Were the Action Plan objectives met? Provide in list or table format that parallels item VI above.

Not Applicable-Office Created in FY 2025

VIII Other Accomplishments:

List accomplishments not already captured above.

IX Action Plan 2025-2026:

Planned Initiatives for 2025-26 Add more rows as needed	Associated Strategic Plan Goal & Strategy Goal # followed by Strategy # ex: 3.2 Or NECHE Projection	Indicate if a DEI initiative
-Develop, pilot, and launch electronic Intent to Apply for External Funding Review Workflow	Strategic Plan Goal 6-Strategies 1, 4	
-Redesign and update Grant and Community Partnerships Page on University website to reflect new organizational structure	Strategic Plan Goal 6-Strategies 4	

-Develop a training and outreach plan to encourage and engage potential PIs in the grant seeking and development process	Strategic Plan Goal 6-Strategies 4	
-Develop and seek stakeholder feedback for ORSP Mission and Vision Statements	Strategic Plan Goal 6-Strategies 1, 4	

Updates to the Action Plan may be submitted via a revised Annual Report.

X Reflection:

Take this section to reflect on--

1) *Initiatives that you may be considering for 25-26 academic year that you did not already capture above.*

2.) *Anything else not captured in this report that you would like to share.*

Fiscal Year 2025 has been a year of creative disruption for the Office of Research and Sponsored Programs. The creation of this new organizational structure has been accompanied by near total staff transition in the office. This has added some challenges related to business continuity in the department but has also provided the opportunity for reevaluating and rebuilding existing structures which had previously prevented the goals of the office from being full realized. This disruption of business as usual is occurring at a time that external funding in general has a negative reputation across many levels of the university. In academic and administrative offices, grants are often seen as outside the contractually obligated job responsibilities of some personnel. In the finance and budgeting departments of the university, grants are perceived as being a costly and unjustified drain on university resources. To rebuild the reputation of grants at the university, ORSP will work in the coming fiscal year to solidify processes and document policies for grant management. This will help to clarify roles and responsibilities with the aim of encouraging renewed interest in external support for faculty research and strategically aligned campus projects.