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**CONTRACTS AND GRANTS**

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|                                    | <b>1996-97</b> |                  | <b>1997-98</b> |                  | <b>1998-99</b> |                  |
|------------------------------------|----------------|------------------|----------------|------------------|----------------|------------------|
|                                    | <b>FTE</b>     | <b>Budget</b>    | <b>FTE</b>     | <b>Budget</b>    | <b>FTE</b>     | <b>Budget</b>    |
| <b><u>Category of Expense:</u></b> |                |                  |                |                  |                |                  |
| <b>Staff</b>                       | 7.00           | 303,496          | 7.00           | 320,404          | 7.50           | 378,688          |
| <b>General Assistance</b>          |                |                  |                |                  |                |                  |
| <b>Non-Salary/Other</b>            |                | 28,635           |                | 28,635           |                | 27,935           |
| <b><i>TOTAL by Category</i></b>    | <b>7.00</b>    | <b>\$332,131</b> | <b>7.00</b>    | <b>\$349,039</b> | <b>7.50</b>    | <b>\$406,623</b> |
| <b><u>Source of Funds:</u></b>     |                |                  |                |                  |                |                  |
| <b>General Funds</b>               | 7.00           | 150,649          | 7.00           | 167,557          | 7.50           | 225,141          |
| <b>OTT/UOF</b>                     |                | 181,482          |                | 181,482          |                | 181,482          |
| <b>Income</b>                      |                |                  |                |                  |                |                  |
| <b>Other</b>                       |                |                  |                |                  |                |                  |
| <b><i>TOTAL by Fund</i></b>        | <b>7.00</b>    | <b>\$332,131</b> | <b>7.00</b>    | <b>\$349,039</b> | <b>7.50</b>    | <b>\$406,623</b> |

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**DESCRIPTION**

The Contracts and Grants Office manages the University's sponsored research funding for maximum benefit by reducing the administrative burdens associated with the process of submission of proposals, receipt and negotiation of awards, and proper stewardship of contracts and grants, and by providing technical and analytical support for policy and information requirements related to sponsored research. The contracts and Grants Manager also has the responsibility to promote the protection and utilization of the University's intellectual property through patents, licensing, and technology transfer activities.