

Areas of Oversight of Research Office and Office of Sponsored Projects

Angela Lueking – alueking@mtech.edu ext. 4106

- Vice Chancellor of Research and Dean of the Graduate School
- Oversees the entire sponsored award process at MT Tech
- Available to discuss new concepts and ideas for proposals
- May negotiate awards with sponsors
- Is the campus Authorized Official for awards

Kathy Stevens – kstevens@mtech.edu ext. 4102

- Executive Assistant to the VCR
- Provides administrative support the faculty; Undergraduate Research Program committee and manages the database
- Manages research related policies
- Manages day-to-day Research Office Operations

Joanne Lee – jlee@mtech.edu ext. 4769

- Assistant Vice Chancellor, Office Sponsored Programs
- Has oversight of OSP staff
- Assists with budget development
- Administers the IDC rate
- Oversees the financial; reporting, compliance, and audit related tasks pertaining to sponsored projects

Sara Lester – slester@mtech.edu ext. 4176

- Assistant Director, Office Sponsored Program
- Oversees the fiscal and administrative management of sponsored projects
- Is the liaison between the sponsor and MT Tech for financial and administrative concerns
- The main of contact for the MBMG pre-award and post-award duties
- Helps the PI with all purchases/services over \$10,000

Tim Tutty – grants@mtech.edu ext. 4340

- Pre-Award Grant Manager
- Provides services in proposal development and submission requirements (formatting, eligibility requirements, mandatory forms, due date, etc.
- Provides assistance (upon request) in grant writing, grant submission, and research compliance
- Send solicitations to Tim for a thorough pre-application review

Tara Caprara – tcaprara1@mtech.edu ext. 4727

- Accounting Analyst
- Processes all sponsored project related payables, pro-card transactions, and purchases over \$10,000
- Supports the intellectual property process

John Bogнар – jbognar@mtech.edu ext.

- Director of Technology Transfer and Intellectual Property
- Coordinates and manages Montana Tech's technology transfer, patenting, and licensing