



Name of Project: NSHE Subgrant Administration and Program Leadership
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NSHE Subgrant Administration & Program Leadership Abstract 2015-2016

The Nevada System of higher Education (NSHE) is a strategic and critical partner for the 2012-2018 state-wide GEAR UP grant. The NSHE System Sponsored Programs & EPSCoR Office (SSPO) will serve as a subawardee under the Nevada department of Education for the collaborated effort with NSHE colleges and universities. As the subawardee for the grant, SSPO will provide comprehensive administrative and financial services in accordance with the uniform administrative requirement of OMB Circular A-110, the cost principles of OMB Circular A-21, codified under EDGAR, and the terms and conditions applicable to higher education and the grant program. The SSPO office provides these services for all system-wide grants and contracts and is audited annually in accordance with OMB Circular A-133.

Programmatic leadership of subawardees will be provided by the NSHE GEAR UP Project Director, based in the NSHE Office of Academic and student Affairs. The role of the Project Director is to foster communication and collaboration between the subawardees from each of the NSHE campuses, NSHE SSPO, the Nevada GEAR UP Office, and the GEAR UP K-12 community.

The SSPO Research Administrator and NSHE GEAR UP Project Director will jointly:

1. Work with NDE, GEAR UP program team and NSHE GEAR UP Principal Investigators for program implementation, as applicable
2. Ensure timeliness and compliance of NSHE subrecipients with NDE GEAR UP reporting requirements and deadlines, including, but not limited to:
 - a. Subgrant proposals
 - b. Interim performance and cost share reports
 - c. Final performance and cost share reports
 - d. Ambassador quarterly activity reports
3. Attend GEAR UP meetings and conferences in order to
 - a. Maintain professional development and program knowledge
 - b. Network with other GEAR UP staff throughout Nevada and other states