

BIO – Dwane Hodges
OFFICE OF SPONSORED RESEARCH AND PROGRAMS

Budget Officer/Grant Development Specialist

Name: Mr. Dwane Hodges

Status: FTE Permanent/SPA

Degree: B.A. in Psychology

Training: National Institutes of Health (NIH): “Protecting Human Research Participants”; FEMA Emergency Management Institute: Introduction to the Incident Command System for Higher Education; Fayetteville State University Office of Online Education Blackboard Introductory Training; UNC-GA Federal Contracting Training I; SRA International.

Experience: 30+ years in innovative educational program design and development; partnership-oriented provision of student services; effective supervision of multi-tiered/multi-faceted staff alignments; successful grant writing for private, federal and state funding.

Responsibilities: Provide grant and contract proposal development assistance, and review external proposal budgets for announcement compliance. Examine budget estimates for completeness, accuracy and conformity with procedure, regulations and organizational objectives. Reviews all proposed expenditures and estimates related to the proposal to ensure that they are reasonable, consistent and allowable. Ensure all budget proposals adhere to the University’s guidelines pertaining to indirect rates, cost sharing, etc. as well as conformance to the policies and regulations of expenditures procedures of various funding agencies. Coordinate the development and delivery of workshops, seminars, and other technical assistance media for faculty, staff, and students seeking sponsored research and/or program related contracts and grants. Monitor RAMSeS proposal submissions, and manage the approval process to ensure timely approvals are received prior to submission to the agency.