



THE UNIVERSITY OF NEW MEXICO®

SAVE THE DATE - SIGN-UP

BOOST (Building Opportunities and Options to Support Training)

BOOST is a *FREE*, targeted professional development training for UNM research administrative support staff. BOOST will be delivered by national experts who are leaders in the field of research administration. There will be three in-person workshops for 1 and ½ days each in the areas of Pre-Award, Post-Award, and Contracts. Light breakfast and lunch will be provided on the full day and a light breakfast will be provided on the half day.

BOOST will focus on the lifecycle of proposal development/submission to grant award closeout. By attending this series, you will gain valuable skills and knowledge including policies/procedures, access to resources, and effective and efficient strategies to support research development and administrative processes in your job. Participation in this series will improve your collaboration, communication, and compliance abilities.

Scheduled on-site training is as follows:

- Pre-Award: October 10th (9:00 a.m. to 4:00 p.m.) and 11th (9:00 a.m. to 12:00 p.m.)
- Post-Award: November 14th (9:00 a.m. to 4:00 p.m.) and 15th (9:00 a.m. to 12:00 p.m.)
- Contracts: December 12th (9:00 a.m. to 4:00 p.m.) and 13th (9:00 a.m. to 12:00 p.m.)

Seating is limited, so be sure to indicate your interest in attending the series via the following link:

<https://app.smartsheet.com/b/form/2995e347461a40309fd0fa4fd834c73f>

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