

Grants Management Responsibility Chart

Grants Intake Coordinator

Guy Serrapere

Monitors and processes all incoming electronic correspondence for the Central Email (OSP@pitt.edu)

Administrative Coordinators

Bethany Obernesser
Halley Raynes
Rachel Sterling

- NIH, NSF, HRSA, CDC, ACL, SAMHSA award review, routing, and activation
- NIH, NSF, HRSA, CDC, ACL, SAMHSA revision (amendment) review, routing, and activation
- Advance Account setup
- Non-federal award setup and activation

Grants Analysts

Gretchen Badaczewski
Olivia Boop
Julia Conti
Deborah Sprowles

- Proposals: K, R03, and R21 (NIH), NSF, Heinz and Pittsburgh Foundation
- NIH Just-In-Time requests
- Progress Reports, FIS, and Relinquishing Statements under prime NIH/CDC funding
- No Cost Extension requests for direct NIH and NSF funding
- VA IPAs and VA MOUs
- Simple FDP amendments (funding or date changes only)

Grants & Contracts Officers

Audrey Biega
Kathy Carr
Gina Didiano
Celeste Flaherty-Thomas*
Gretchen Madonia
Gina Pucci*

- All other proposal processing not covered above, including but not limited to: Applications to corporate for-profit sponsors; NIH: R01, F, K99/R00, T, P, U, SBIR/STTR; other Federal and Foundation proposals: proposals where UPITT is a Subaward under these mechanisms
- Sponsor-related correspondence (i.e., request letters, additional information, etc.)
- Prior approval requests
- Complex amendments (term and condition changes) in consultation with Contracts Officers as needed

Leadership

Celeste Flaherty-Thomas – *Associate Director for Grants Management*: Oversees entire Grants Management team; the Grants and Contracts Officers report directly to the Associate Director. In addition to regular Grants and Contracts Officer duties, this role handles particularly complex or high-profile actions, and partners with internal Pitt Research offices to respond to internal and external requests.

Gina Pucci – *Assistant Director for Grants Management*: Oversees the coordinators and grants analysts, in addition to her Grants and Contracts Officer duties.