

Who to contact - when you have questions regarding...	Sponsored Programs (SPARCS) 515-2444 sps@ncsu.edu SPARCS web site	Contracts & Grants (C&G) 515-2153 CNGHelpDesk@ncsu.edu C&G web site	Human Resources (HR) 515-2135 HR web site	Purchasing 515-2171 Purchasing web site	Controller's Office - Travel 515-3824 Controller web site
Benefits and Leave Administration			X		
Capital Assets (Tracking /Inventory)					X
Classification			X		
Closeouts		X			
COI/NOI (Conflict of Interest/Notice of Intent)	X				
Cost Accounting Standards		X			
Cost Share		X			
Create a position			X		
Export Controls	X				
F&A Rates	X	X			
Fabricated Equipment	X	X			
Federal Checklist		X			
Financial Compliance Issues		X			
Food Cost Exemption		X			
Hiring assistance / approvals			X		
IACUC (Animal Care and Use Committee)	X				
International Employment			X		

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IRB (Human Subjects in Research)	X				
Lab Supplies (for example: compressed gas, dry ice & ethyl alcohol)				X	
Marketplace				X	
Mobile Device Requirements					X
Negotiating an Award	X				
New Award Review		X			
PARS (Prior Approval Request System) for Rebudgets, Change in PI, No-Cost Extensions, etc.	X	X			
Participant Support		X			
Payroll			X		
PI on Leave/Sabbatical	X		X		
PINS	X				
Post-Award Issues		X			
Pre-Award Request	X	X			
Program Income		X			
Project Reconciliation		X			
Proposal Budgets	X				

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Purchasing Card				X	
Recruiting and Staffing Assistance			X		
Redistributions		X			
Service Center Use Rates		X*			
Surplus Property (disposal, transfer)				X	
TEARS		X			
Travel Requirements / Authorization / Reimbursements					X
Vendor Information - Doing Business with university				X	
Vendor Payments					X

* Service Center information remains on the C&G web site even though it is administered by the Office of Cost Analysis (OCA). Shelia Fisher is the contact person in OCA at 919-515-8808.