

NCURA Region VII Member-at-Large Candidate Statement

I am honored to be considered for the NCURA Region VII Member-at-Large position. NCURA has been an invaluable part of my professional development, providing education, mentorship, and a community of colleagues dedicated to advancing research administration. Serving as the NCURA Regional VII Member-at-large would be an opportunity to give back to an organization that has contributed significantly to my growth while representing the diverse voices, institutions, and research environments that make Region VII unique.

Throughout my career, I have worked within institutions that reflect the diversity of Region VII. Over the past four years, I supported research administration at Colorado State University Pueblo, a primarily undergraduate institution (PUI), where I worked in both pre-award proposal development and non-financial post-award administration. This experience provided me with a deep appreciation for the opportunities and challenges facing institutions with growing research portfolios and evolving research infrastructures. By partnering with faculty, administrators, and institutional leadership, I developed a broad understanding of the research lifecycle and the vital role research administrators play in advancing institutional missions.

Recently, I joined Colorado State University Fort Collins as a Pre-Award Research Administrator. In this role, I continue to support researchers while also contributing to an innovative CSU System integration effort that strengthens collaboration between CSU Fort Collins and CSU Pueblo. Working across institutions has reinforced my belief that our profession is strongest when we share expertise, learn from one another, and build meaningful connections that support both researchers and research administrators. These experiences have provided me with perspectives from both a PUI recognized as a Carnegie Research College and University (RCU) and a large research-intensive institution, helping me better understand the varying needs and priorities represented across Region VII.

My approach to leadership is rooted in listening, collaboration, and service. I strive to understand diverse perspectives, adapt to change, and work toward solutions that are inclusive, practical, and aligned with shared goals. These qualities have helped me build strong relationships across institutions and navigate complex initiatives while maintaining a consistent commitment to professional excellence. I believe effective governance requires thoughtful deliberation, respect for differing viewpoints, and a willingness to find common ground in support of an organization's mission.

My commitment to the research administration profession extends beyond my institutional roles. I actively seek opportunities to learn, contribute, and support colleagues across our field, and I was honored to be nominated for the Society of Research Administrators International (SRAI) 2025 Future of the Field Award. This recognition reflects my dedication to professional growth, collaboration, and the continued advancement of research administration as a profession.

As a Member-at-Large, I would actively support NCURA's mission through thoughtful governance, strategic planning, policy development, and engagement with initiatives that strengthen our community. I recognize that representing Region VII on the NCURA Board of Directors requires thoughtful preparation, active participation, and a commitment to informed decision-making, and I am prepared to dedicate the time and effort necessary to serve effectively. I am particularly passionate about expanding professional development opportunities, supporting emerging research administrators, and fostering connections among institutions of all sizes and missions. I believe NCURA's greatest strength lies in its members and in our collective willingness to share knowledge, mentor one another, and collaborate across institutional boundaries.

If elected, I will bring dedication, integrity, and a collaborative spirit to the Board. As someone whose career has spanned both a PUI and an R1 institution and who is helping strengthen partnerships through the CSU System integration effort, I understand the value of bringing people together to achieve common goals. I would be honored to represent Region VII's diverse membership while working alongside fellow Region VII Board members to advance NCURA's national mission, strengthen our profession, and ensure that all members feel heard, valued, and supported.

Thank you for your consideration and for the opportunity to serve Region VII and the broader NCURA community.

Abby Gade, CRA

Research Administration Professional

Colorado

abby.gade@csupueblo.edu • 970-491-6999

Professional Profile

Certified Research Administrator (CRA) with experience in pre-award and non-financial post-award research administration, proposal development, sponsor relations, contract review, and compliance support. Experience spans both a **primarily undergraduate institution (PUI) recognized as a Carnegie Research College and University (RCU)** and a **Carnegie R1 university**, providing insight into diverse research environments and institutional missions.

Actively engaged in the research administration profession through NCURA, SRAI, the New York University Research Administration Demonstration (NYU RAD) Series, and Colorado State University professional development opportunities. Drawing on more than 35 years of experience in administration, customer service, compliance, training, and process improvement, I bring a collaborative, service-oriented approach to supporting faculty, researchers, and institutional research growth.

Leadership Highlights

- Certified Research Administrator (CRA)
- Nominee, Society of Research Administrators International (SRAI) Future of the Field Award (2025)
- Nominee, Colorado State University Pueblo Administrative Professional Award (2026)
- Active member of NCURA and SRAI
- Attendee, NCURA Region VII Meetings and SRAI Annual Meeting and Western/Midwest Meeting
- Regular participant in professional development opportunities through NCURA, SRAI, NYU RAD, and Colorado State University

- Experience supporting sponsored programs at both a **PUI/RCU** and a **Carnegie R1 university**
 - Experience spanning pre-award and non-financial post-award administration
 - Contributor to Colorado State University System research administration integration efforts between CSU Pueblo and CSU Fort Collins
 - Advocate for collaboration, knowledge sharing, and professional growth across diverse research environments within Region VII
-

Professional Experience

Colorado State University

Pre-Award Research Administrator

July 2026 – Present

- Provide pre-award research administration support for Colorado State University Fort Collins and Colorado State University Pueblo as part of a CSU System integration initiative.
- Coordinate proposal development, review, and submission for externally funded research programs.
- Assist investigators with sponsor guidelines, budget development, compliance requirements, and proposal preparation.
- Support implementation of shared research administration processes across institutions.
- Foster collaboration and knowledge-sharing to strengthen faculty support and research administration services.

Colorado State University Pueblo, Office of Sponsored Programs

Pre-Award Grant Specialist

May 2022 – June 2026

Colorado State University Pueblo is a **primarily undergraduate institution (PUI)** recognized as a **Carnegie Research College and University (RCU)**.

- Coordinated planning, preparation, review, and submission of external funding proposals.
- Served as proposal facilitator and primary resource for principal investigators and university stakeholders.
- Reviewed contracts and sponsored project agreements and supported award negotiations.
- Collaborated with grant accounting to ensure compliance with sponsor, federal, state, and university requirements.
- Supported both pre-award activities and non-financial post-award administration.
- Served as liaison among faculty, university offices, and sponsoring agencies.

Colorado State University Pueblo

Office Manager, Office of the Provost and Executive Vice President for Academic Affairs

February 2021 – May 2022

- Provided administrative support to executive academic leadership.
- Managed office operations, records, communications, and workflow processes.
- Supported Office of Sponsored Programs operations during organizational transitions.
- Assisted with faculty hiring processes, purchasing, travel, and administrative training.
- Collaborated with faculty, administrators, and university leadership to support institutional priorities.

Colorado Judicial Department, 10th Judicial District

Victim Services Support Clerk (Grant-Funded Position)

September 2020 – January 2021

- Assisted with victim notifications, correspondence, and recordkeeping.
- Maintained confidential records and reporting statistics.
- Supported victim services programs in compliance with legal requirements.

Specialist

May 2013 – August 2020

- Managed court records and case processing for appeals and probate matters.
- Developed process improvements to enhance operational efficiency and customer service.
- Trained staff on policies, procedures, and software systems.
- Conducted research and ensured compliance with statutory requirements.

Judicial Assistant

October 2004 – May 2013

- Provided administrative support to judicial officers, including scheduling, court coordination, and records management.
- Managed public service counter operations and telephone communications.
- Maintained court records and legal documentation with accuracy and confidentiality.
- Delivered customer service and information to attorneys, litigants, law enforcement personnel, and the public.

Education

Adams State University | Alamosa, Colorado

Bachelor of Science, Summa Cum Laude

Double Major:

- Business Administration
- Health Care Administration

Academic Honors

- Summa Cum Laude
 - Dean's List
-

Honors and Recognition

- Nominee, Society of Research Administrators International (SRAI) Future of the Field Award (2025)
 - Nominee, Colorado State University Pueblo Administrative Professional Award (2026)
-

Professional Certifications

Professional Credential

- Certified Research Administrator (CRA) (2025)

Research Administration Certificates

- iSRA Basic Research Administration Certificate (2022)
 - iSRA LevelUP: Relationships, Roles, and Responsibilities in Research Administration Certificate (2022)
 - iSRA LevelUP: Principles in Pre-Award Research Administration Certificate (2022)
 - iSRA LevelUP: Principles of Award Negotiation and Set-Up Certificate (2023)
 - iSRA LevelUP: Research Compliance Frameworks Certificate (2023)
 - iSRA LevelUP: Principles of Post-Award Financial Research Administration Certificate (2023)
-

Professional Memberships & Engagement

National Council of University Research Administrators (NCURA)

- Active member
- Attendee, NCURA Region VII Meetings
- Participant in webinars, workshops, and virtual professional development programs

Society of Research Administrators International (SRAI)

- Active member

- Attendee, SRAI Annual Meeting and Western/Midwest Meeting
- Participant in webinars, workshops, and virtual professional development programs

New York University Research Administration Demonstration (NYU RAD) Series

- Regular participant in educational and professional development programs covering sponsored programs administration, proposal development, compliance, and emerging issues in research administration

Colorado State University Research Administration Training

- Participant in CSU-sponsored research administration professional development and knowledge-sharing programs

Areas of Expertise

Research Administration

- Pre-Award Administration
- Non-Financial Post-Award Administration
- Proposal Development and Submission
- Sponsored Programs Administration
- Research Compliance
- Contract Review
- Award Administration
- Faculty Support and Training
- Sponsor Relations

Systems

- Quali Financial Systems
- File Hold

- Research.gov
- Grants.gov
- eRA Commons
- G5
- FileBound

Professional Skills

- Relationship Building
- Collaboration
- Stakeholder Engagement
- Process Improvement
- Problem Solving
- Project Coordination
- Communication
- Customer Service
- Training and Mentoring
- Confidentiality and Compliance