FY06 Funds

So far in FY06 we have been operating under a sequence of continuing resolutions. Now that the budget has been signed, the external funds that we have been expecting will be appearing at the Naval Academy in the next few weeks. These funds will be made available for your use as soon as we receive them. Because of the long delay in your having access to these funds, it is reasonable to expect that some of your future expenditure plans may now need to be adjusted accordingly. If that is the case please contact Ms. Jean Decker (x 3-2512) with your new plan.

Summer of ’06 NARCs

The Naval Academy Research Council (NARC) committee has received over ninety applications from faculty seeking summer funding. The committee is currently reviewing these applications and will provide its comments and recommendations to the Academic Dean and Provost by early February.

NARC and Recognition Grants Reports: If you received a NARC or a Recognition grant in FY05 and have not yet filed an end-of-the-year summary report, please submit your report to the Research Office by COB, 31 January 2006.

For more information: Contact Professor Reza Malek-Madani in the Research Office @ x 3-2504 or at research@usna.edu.

FY06 Salary Calculator

The Faculty Salary Calculator for FY06 is now available via the Research Office homepage. The direct weblink is:

http://web.usna.navy.mil/cgi-in/mm/jec/facsal.pl

This calculator computes the official estimate of a faculty member’s salary, based on pay step. The official 3.44% Cost Of Living Allowance (COLA) has been included in the algorithm for the calculator.

The FY06 intersessional period has 42 (reimbursable) days, beginning with 16 June 2006 and ending on 15 August 2006.

The fringe benefit (acceleration) rate is currently 33% throughout the academic year and the intersessional period.

The Naval Academy does not charge indirect or overhead costs.

Work Schedules & Reimbursable Funds

As FY06 ERPs are reviewed, Ms. Decker will be contacting individual faculty for additional information concerning their planned work schedules and the corresponding charges to reimbursable accounts or to OM&N accounts.

On an as needed basis, Ms. Decker will also be contacting principle investigators of accounts for information pertaining to the work schedules and reimbursable account charges for Assistant Research Professors.

For more information on either item: Contact Ms. Jean Decker, Research Office Grants Specialist, @ x 3-2512 or jdecker@usna.edu.
Congratulations!
Two Assistant Research Professors Move to Permanent Positions

Dr. Sean Curtis, an Office of Naval Research (ONR) post-doctoral fellow, collaborated with Assistant Professor Clare Gutteridge of USNA’s Chemistry Department on a research project entitled “Exploration of Organic Molecules with Potential as Antimalarial Therapeutics”.

Originally from Michigan, Dr. Curtis received his B.S. degree from Fort Lewis College in Colorado, and his Ph.D. degree from SUNY Stony Brook in New York.

While at USNA, Dr. Curtis served as co-adviser with Dr. Gutteridge for three research projects conducted by 1/C Chemistry majors. He recently departed USNA to take a position as a Lecturer at the University of Central Arkansas.

After two very productive years, Dr. Qingjiang (Qing) Meng, an Assistant Research Professor in the Mechanical Engineering Department, departed USNA in December 2005 to take a position as a Development Scientist in Corrosion Control Technology at Baker Petrolite in Texas.

Originally from China, Dr. Meng received his B.S. and M.S. degrees from Beijing University, and his Ph.D. from The Ohio State University. While at USNA, he worked on research projects with Professor Angela Moran and Assistant Professor Michelle Koul and he mentored midshipmen engaged in independent research projects.

As an Office of Naval Research (ONR) post-doctoral fellow, Dr. Meng investigated “Environmentally Assisted Crack Growth Behavior of High Strength Al Alloys and Steels”.

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The Information Technology Services Division (ITSD) maintains a composite webpage (http://budget.usna.edu/) that contains useful guides, FY06 forms and links for financial operations and budgeting. (A small section of the webpage is shown above.) Some especially useful links include:

- Investment Package Documentation Requirements
- Spring LCM Review Memo
- Expenditure Worksheet

For more information: Contact Mr. Wes Frank, ITSD, @ x 3-1401 or frank@usna.edu.

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The USNA Research Office maintains a composite webpage that contains links to useful forms and templates for (a) making purchases (both < $2500 and > $ 2500), (b) paying registration fees for conferences (DD1556 training form), (c) traveling (per diem rates, local travel claim form, hotel taxes exemption form), and (d) receiving travel reimbursement via an electronic funds transfer.

The composite webpage is available at:
http://www.usna.edu/AcResearch/PandP/PoliciesandProceduresforPurchases.html
Local Travel Claims

A WORD template for the “Local Travel Claim” form (SF1164) is available via a link on the Policies & Procedures webpage mentioned on page 2 of this newsletter.

Additional information and guidance:

> Multiple trips can be included on a single form. For repetitive trips, it is often best to file a claim every month (rather than once, over a period of seven or eight months).

> Trips for fiscal years should not be combined on a single claim form. Each fiscal year will have a Job Order Number (JON). i.e., separate JONs = separate claims.

> Reimbursement rates are periodically reviewed and adjusted by DoD. The automobile mileage reimbursement rate changed on 1 Jan 2006.

1 January 2006 – present: $ 0.445
(1 September – 31 December 2005: $ 0.485)

For ease of processing: Do not mix trips being charged at different reimbursement rates on the same claim form.

> Block 8 on the form is signed and dated by the traveler’s supervisor.

> Block 9 is signed by the USNA individual responsible for the accounting portion of the process.

> If the reimbursement is to be made via an Electronic Funds Transfer (EFT), then an EFT form must be on record. (If needed, a WORD template for the EFT form can be obtained via a link on the PandP webpage mentioned on page 2 of this newsletter.) The EFT form is then attached to the claim when it is submitted.

> If the person claiming the local travel reimbursement is not a USNA faculty, staff or midshipman: A note of explanation as to who the person is and why he/she is claiming reimbursement should be attached to the claim.

Midshipman Research

At the Chemistry Department’s poster session on 9 December 2005 for majors enrolled in project courses: VADM Rempt, CAPT Shanebrook, and the Superintendent’s EA, Captain Herman, USMC, listened to Midn 1/C Colby Abe (hidden from view), explain his project goals and outcomes. Mr. Abe was mentored on his research by Assistant Professor Jamie Schlessman.

Other departments that hosted poster sessions and/or presentations in December: Aerospace Engineering, Mechanical Engineering, Oceanography, Physics, and the Weapons & Systems Engineering Departments.

Upcoming Deadlines

**Bowman Scholar Program - Class of 2007:**

Applications: Due to department chairs by **noon on Friday, 13 January 2006**. More information is available at:
http://intranet.usna.edu/BowmanProgram/

**Trident Scholar Program - Class of 2007:**

Applications: Due to department chairs by **COB on Friday, 20 January 2006**.

Schedule information for the division Trident Committee interviews and for the Academy Trident Committee interviews is available at:

More information about the Trident Scholar Program and the requirements of the application can be found at:
http://intranet.usna.edu/TridentProgram/
INTERNSHIPS 2006

About 200 Midshipmen may be nominated for internships to count as summer training, and another 100 Midshipmen likely will do internships on leave. Internships are hands-on opportunities to expand the Midshipmen’s knowledge in technical, policy, or cultural areas. About 57 agencies, including naval and other defense laboratories, will host Midshipmen during the four-week blocks. Whether done as summer training or on leave, all internships must have the advocacy of a faculty member and must be reported.

For summer 2006, Company Officers will act as “Detailers,” determining the set of assignments that optimizes a Midshipman’s training.

For information about the philosophy and approach, visit:

www.usna.edu/AcResearch/MidshipmanInternships.html

For information regarding all Summer 2006 requirements and options for Midshipmen, visit:

http://intranet.usna.edu/ProDev/ProProgs/SummerTraining/SummerTraining.htm

Please send feedback and suggestions to:

ddrs@usna.edu