

## Research Accounting Areas of Responsibility

Team Member	Manager	Portfolio/Responsibilities
<b>Kathleen Harrison-Clayton</b> <a href="mailto:kathleen.clayton@queensu.ca">kathleen.clayton@queensu.ca</a>	Jennifer Mallon <a href="mailto:jennifer.mallon@queensu.ca">jennifer.mallon@queensu.ca</a>	Month-end and year-end close processes Financial Systems Analyst responsibilities Overhead charge and distribution set-up
<b>Julia Hodgson</b> <a href="mailto:jch5@queensu.ca">jch5@queensu.ca</a>	Louisa Jennings <a href="mailto:louisa.jennings@queensu.ca">louisa.jennings@queensu.ca</a>	Foundations & Associations Other University Sub-grants Special Research Projects Other Internally Funded Projects Specialized Testing
<b>Louisa Jennings</b> <a href="mailto:louisa.jennings@queensu.ca">louisa.jennings@queensu.ca</a>	Jennifer Mallon <a href="mailto:jennifer.mallon@queensu.ca">jennifer.mallon@queensu.ca</a>	Management responsibilities Fiscal Year-End Research Year-End Tri-Council, Fdns/Associations & Internal Grants compliance and oversight Tri-Council revenue allocation process Various reporting (COFO, Health Sciences, Research Revenue) Policy & Procedure development & maintenance Control Projects Special Projects
<b>Young Kim</b> <a href="mailto:kimyt@queensu.ca">kimyt@queensu.ca</a>	Jennifer Mallon <a href="mailto:jennifer.mallon@queensu.ca">jennifer.mallon@queensu.ca</a>	Canadian Federal Government US & Foreign Government US Indirect Costs Rate Proposal Month-end close Processes
<b>Colleen Murphy</b> <a href="mailto:clm11@queensu.ca">clm11@queensu.ca</a>	Tyler Robinson <a href="mailto:tyler.robinson@queensu.ca">tyler.robinson@queensu.ca</a>	Provincial Funding Ministry of Health (MOH) Ontario Centres of Excellence (OCE) Cancer Care Ontario (CCO) Ontario Research Fund - Research Excellence (ORF-RE) Ministry of Research & Innovation
<b>Tyler Robinson</b> <a href="mailto:tyler.robinson@queensu.ca">tyler.robinson@queensu.ca</a>	Jennifer Mallon <a href="mailto:jennifer.mallon@queensu.ca">jennifer.mallon@queensu.ca</a>	Management responsibilities Canada Foundation for Innovation (CFI) Canada Foundation for Innovation - Infrastructure Operating Fund (CFI-IOF) Provincial and industry funding compliance and oversight Fiscal Year-End CFI IOF Revenue Allocation Process
<b>Jane Rogers</b> <a href="mailto:rogersje@queensu.ca">rogersje@queensu.ca</a>	Louisa Jennings <a href="mailto:louisa.jennings@queensu.ca">louisa.jennings@queensu.ca</a>	Natural Sciences and Engineering Research Council of Canada (NSERC) Social Sciences and Humanities Research Council of Canada (SSHRC) Tri-Council Internal Review Process
<b>Mia Tsai</b> <a href="mailto:mia.tsai@queensu.ca">mia.tsai@queensu.ca</a>	Louisa Jennings <a href="mailto:louisa.jennings@queensu.ca">louisa.jennings@queensu.ca</a>	Canadian Institutes of Health Research (CIHR) Networks of Centres of Excellence (NCE) and Mitacs Canada Research Chairs (CRC) and Canada Excellence Research Chairs (CERC) Canada 150 Research Chairs
<b>Tamie Whetstone</b> <a href="mailto:tamie.whetstone@queensu.ca">tamie.whetstone@queensu.ca</a>	Louisa Jennings <a href="mailto:louisa.jennings@queensu.ca">louisa.jennings@queensu.ca</a>	Project creation Budget set-up Front-line communication with research community Expense compliance and eligibility Research Journal entry input
<b>Sabrina Zaffino</b> <a href="mailto:sabrina.zaffino@queensu.ca">sabrina.zaffino@queensu.ca</a>	Tyler Robinson <a href="mailto:tyler.robinson@queensu.ca">tyler.robinson@queensu.ca</a>	Canadian Corporations US & Foreign Corporations Canadian Cancer Trials Group National Cancer Institute of Canada Deficit Reporting