

### Sponsored Projects Administration



**Sponsored Projects Administration (SPA)** supports UGA's mission by facilitating externally funded research, public service, instruction and cooperative extension activities. At UGA, the Sponsored Projects Administration comprises of Pre-Award and Post-Award Accounting staff in one unified department. SPA also collaborates with faculty and administrative support including DLSA's, grants coordinators, accountants and business managers to ensure funding is obtained and maintained consistent with the expectations of the sponsor.

The SPA team is an active partner available to address inquiries throughout the award lifecycle, working with administrators across campus to automate and streamline processes that help the UGA community.

Examples include:

- UGA shifted from monthly effort certifications to annual Project Payroll Certifications resulting in a 90% reduction in certifications and a savings of thousands of hours

- UGA deployed the Project Status Report, providing investigators a streamlined, user-friendly financial status report for each project.
- Based upon recent feedback, SPA also has implemented these improvements:
- SPA is now divided into teams performing specific tasks and assigned by sponsor, allowing team members to specialize their experience.
- The SPA Rules of Engagement tool was developed to provide consistent customer service, focusing on response times, effective communication, portfolio management, follow up, escalation processes and timelines.
- SPA has developed award set up, contracting, and invoicing dashboards to aid in transparency, workload management, balanced distribution and training.

SPA has identified and prioritized additional improvements to come. In the interim, please share any ideas, questions or concerns with Jill Tincher, Executive Director.

# Bolton Dining Commons



**Bolton Dining Commons**, a part of Auxiliary Service, hasn't always stood at its current location. In January 2013, construction for the new Bolton began. Plans included seating for over 1,000 people and a wide variety of food stations. With massive windows, lounge room, and indoor/outdoor seating, the new Bolton creates a welcoming atmosphere that makes you want to sit for a while.

Bolton Dining Commons is a foodie's dream! Serving everything from breakfast all day at the Sunrise Café to burgers and fries at the Tanyard Grill to salads at the Corner Market.

Have allergies? No worries here. Special Selections serves recipes that are free of the big 8 allergens.

Don't forget dessert! The Baxter Street Bakery serves delicious sweet treats and there's even a 50's style milkshake bar called Shakes. With twelve different food stations, Bolton Dining Commons is clearly THE place to eat on campus.



## Here's a list of some of the fun "holidays" in January!

January 2 - National Science Fiction Day

January 4 - National Spaghetti Day

January 8 - National Bubble Bath Day

January 10 - National Save the Eagles Day

January 11 - National Milk Day

January 13 - Clean off your Desk Day

January 14 - Dress up Your Pet Day

January 18 - National Winnie the Pooh Day

January 24 - National Compliment Day

January 28 - National Have Fun at Work Day

\*January is also National Blood Donor Month, National Braille Literacy Month, and National Hobby Month!

## OFFICE DECORATIONS!!







Thanks to all of you who came out to support our Bulldogs before the game against Kentucky. This was by far our biggest tailgate yet. The taco bar was delicious, thanks to Barbaritos!

With your help we were able to donate more than a dozen boxes of food to the UGA Food Pantry, as well as \$365 in cash for them to purchase any necessary items not received through donation.

Written below is the thank you letter we received after the donations were dropped off at the UGA Food Pantry.



Friends:

Thank you all so much for your generous and thoughtful recent donations to the UGA Food Pantry. This is a vital campus resource that helps to ensure all students have the nourishment they need to succeed and thrive at UGA. We are blessed for your amazing care and support of students in this way. Thanks, as always, for all that you do.

Be well,

Victor K. Wilson  
*Vice President for Student Affairs*



# FINANCE *Family*

The following people are celebrating years of service milestones in October 2019:

Julie Hawkins – Budget Office – 5 years

Lisa Jones – AP – 5 years

Kyle Ellard – F&A IT – 5 years

Elena Williams – Accounts Receivable – 10 years

Aimee Ginn – Student Accounts – 15 years

Mary Fouquet – Student Accounts – 15 years

Annita Sellers – Student Accounts – 20 years

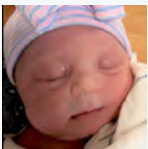
Jamie Sanders – Mail & Receiving – 20 years

Susan Baxter – Mail & Receiving – 25 years

*Please note that for newsletter purposes, we are counting from the employee's actual hire date and Finance and Administration uses a different date for their recognition.*



Congratulations to Amy and Vaughn Collett on the birth of their daughter! Addison Leigh Collett was born on October 6, 2019.



Congratulations to Rachel and Andrew Cruz on the birth of their daughter! Helena Marie Cruz was born on September 17, 2019.



Congratulations to Darlene Bradley on the birth of her second grandchild! Alice A Willis was born on October 3, 2019.

## **New Employees to Finance Division:**

Michael Price, Post Award

Michelle Davis, Procurement

Kaitlin Bassett, Payroll

Sydney Robertson, Post Award

Amanda Freelove, Service Desk

Andrew Kersh, Communications

Noah Varnes, son of Angela Varnes in Procurement, graduated May 10th with a BBA in Finance from Terry College of Business.

Emily Riley married Michael Salvia on July 6th. Congratulations to Mr. and Mrs. Salvia!

Crystal Lester in Payroll is retiring as of Dec 1st.



Let's take a moment to congratulate the following Finance Division employees for earning "Kudos" from internal and external customers from July through October of 2019:

### **July:**

Chad Cleveland, Accounting

Julie Camp, Payroll

Joey Segars, Accounts Payable

Mary Fouquet, Student Accounts

Matthew Hardigree, F&A IT

Angela Varnes, Procurement

Jeff Allen, Mail & Receiving

F&A IT Team

### **August:**

Quintisha Meadows, Post Award

Pauline LaCount, Procurement

Student Accounts

### **September:**

Ching Yang, Post Award

Christy Coddington, Payroll

Payroll Team

Jay McGarity, Post Award

Arkedia Raines, Post Award

Laurel Palmer, Commitment Management

### **October:**

Lynn Beard, Post Award

Jay McGarity, Post Award

Ken Dover, Post Award

Callie Adams, Post Award

Quintisha Meadows, Post Award

Angie Perteet, Procurement

Kasey Hillsman, Payroll

Claire Boyd, Procurement



## Cranberry Nut Bread

From the kitchen of: Brad Langford

**Ingredients:** Serves: 16-20  
3 eggs (beaten)  
2 cups sugar  
3/4 cup butter, melted  
1 teaspoon almond extract  
2 cups flour  
1 bag (12 oz) cranberries (fresh)  
2/3 cup walnuts (or almonds) chopped  
Whipped cream

### Directions:

In a large bowl, combine flower, cranberries, nuts and sugar. Add eggs, butter and extract. Mix well. (Mixture will be very thick if using frozen berries) Spread into greased 13X9 inch pan. Bake for 45 minutes at 350° F (or up to 1 hour if frozen berries are used)

## Mexican Layered Dip

From the kitchen of: Jamie Jarrett

**Ingredients:** Serves: 6-8  
16 oz Sour Cream  
1 Packet of Taco Seasoning  
1 Can Refried Beans  
1.5-2 Cups Shredded Taco Cheese  
Fresh diced tomatoes and green onion for garnish

### Directions:

Mix sour cream and taco seasoning together and set aside In a pie plate, spread the refried beans to the edges then layer the sour cream mixture on top sprinkle shredded cheese on top of that put dices tomatoes and green onion on top refrigerate until ready to use. serve with pita chips, tortilla chips, or scoops This recipe is interchangeable... You can add/layer most anything you want to make this more taco like.

## Sugar Cookies

From the kitchen of: Paula Fitzgerald (via Pinterest)

**Ingredients:** Serves: 36 cookies  
2 Eggs  
4 tsp Baking powder  
6 cups Flour  
2 cups Sugar  
2 tbsp Vanilla  
2 cups Cream salted butter

### Directions:

Add butter and sugar to your mixer. Cream the butter and sugar until completely mixed. Do not over-mix. Add vanilla and eggs, mixing until completely incorporated. Mix in baking powder. Mix in flour two cups at a time. Keep the dough room temperature to rise. Roll out dough on a floured surface until 3/8" thick and cut out with cookie cutters. Bake at 350° F for 6-8 minutes. Do not over-bake. Frost & decorate!

## Easy Mexican Soup

From the kitchen of: Jennifer Mobley

**Ingredients:** Serves: 6-8  
3 cans Progresso Minestrone Soup  
2 cans Ranch style beans  
1 can Rotel tomatoes & green chilies (mild or hot)  
1.5 lbs. ground beef

### Optional:

Shredded cheese  
Sour cream  
Corn bread

### Directions:

Mix all the cans together in a large pan and let it simmer. Brown ground beef and then add to soup base. Let that simmer until you're ready to eat. The ranch style beans have a kick to them so we use mild Rotel. We like to add sour cream and shredded cheese to our bowls before we eat. So yummy on a cold winter day with some cornbread.

## Shrimp Corn Chowder

From the kitchen of: Billy Knight

**Ingredients:** Serves: 12 bowls  
2 cans of Cream of Potato soup  
4 cups of whole milk  
3 cans of whole kernel corn  
1 ½ sticks of butter  
2 cans of diced potatoes  
½ cup of diced onion  
3 lbs of shrimp – cleaned  
2 blocks of cream cheese- softened  
Salt & pepper to taste  
Tabasco (optional) to taste

### Directions:

Saute onions in a little butter in pan. Pour milk, soup, corn, and potatoes into a large stock pot over medium heat. Add sauteed onions and rest of butter into pot. Add cream cheese, salt and pepper, Tabasco to taste. Simmer for about 30 minutes, stirring occasionally, or until cream cheese is blended. Add shrimp at the end and cook on low for about 15 minutes. We usually serve with cornbread, or in bread bowls.

## Butternut Squash Dinner Rolls

From the kitchen of: Julie M. Hawkins

**Ingredients:** Serves: 12 rolls  
1 package active dry yeast (.25 ounce)  
1/4 cup warm water (110 - 115 degrees F)  
3 cups all-purpose flour  
1/4 cup sugar  
1 teaspoon salt  
1/4 cup unsalted butter, softened\*  
1/2 cup Butternut Squash Puree  
1/3 cup milk, heated\*

\*can use non-diary

### Directions:

In a small bowl, dissolve yeast into water. Set aside for about 5 minutes until foamy. In a large bowl, combine dry ingredients. Mix well. Add rest of ingredients, beat on medium speed until dough pulls away from sides and forms a ball. Knead with dough hook on low for 5 mins. If too dry, add milk. Place in lightly greased bowl, turning to coat ball with grease. Cover with damp cloth and place in cold oven with light on until doubled. Divide into 12 balls, place in parchment lined 13x9" baking pan. Cover with damp cloth rise for 45 minutes. Remove pan. Preheat oven to 400° F and bake for 15 min or until golden brown.

## Shannon's Pasta Salad

From the kitchen of: Brandi Jones

**Ingredients:** Serves: 10  
16 oz. vermicelli pasta  
1/2 c. red/green bell pepper finely diced  
1/2 c. onion finely diced  
1/2 c. black olives finely diced  
1/2 c. green olives finely diced  
3 tbs. lemon juice  
4 tbs. olive oil  
1 tbs. Accent seasoning  
1 tbs seasoned salt  
1 c. mayonnaise OR 1/2 c. yogurt

### Directions:

Cook pasta per package directions. Let cool. Mix dressing ingredients and veggies. Pour over pasta and mix. Let sit in fridge for 24 hours before serving.

The longer it marinates, the better.

\*Shannon Lay was our Student Account Manager who passed away in 2016. This was her recipe and is a favorite of our office!

## Spinach Balls

From the kitchen of: Stacy McLaine

**Ingredients:** Serves: 8-12  
2 10 oz. pkgs of frozen chopped spinach  
3 cups herb seasoned stuffing mix  
1 large onion, finely chopped  
6 eggs well beaten  
3/4 cup melted butter  
1/2 cup grated parmesan cheese  
1 Tbsp. pepper  
1 1/2 tsp. garlic salt  
1/2 tsp. thyme

### Directions:

Cook spinach, then drain and squeeze to remove moisture. Combing spinach with remaining ingredients, mix well. Shape into 3/4" balls and place on lightly greased cookie sheet. Bake at 325° F for 15-20 minutes.

Cool and enjoy!

## Spinach Artichoke Dip

From the kitchen of: Jonathan Wentworth

**Ingredients:** Serves: Plenty  
8 ounces cream cheese  
1/4 cup mayonnaise  
1 cup Kraft Italian style five cheese blend  
1 can artichoke hearts (drained/chopped)  
1/2 cup frozen chopped spinach (thawed/draind)  
Dash of garlic powder  
Dash of Italian seasoning  
1/4 cup mozzarella cheese  
Chips

### Directions:

Mix cream cheese, mayonnaise, Kraft cheese, spinach, artichoke hearts, a dash of garlic powder and dash of Italian seasoning together. Place mixture in baking dish and top with mozzarella cheese. Bake at 350° F for 20-30 minutes, until the top is lightly brown.

Serve warm with chips.



# 2019 HOLIDAY WORD SEARCH!

M C J Q R F O J Y A F W C H A R I T Y E  
E A F F Q B S A T H A N K S G I V I N G  
N N F W M D D C Y C B L E S S I N G S D  
O D E X N G G U Q Q O F A M I L Y D T I  
R L O E N R I H Y U L E M M F G M R A Y  
A E I I E I N A Q M I S T L E T O E D O  
H R X E C W G N B W T P N A S A S I V R  
F O H M O R E U Q C O C U P T E O D E N  
B C Z X O E R K O H G A T O I N L E N A  
R P W H K A B K R R E C C I V S S L T M  
C H K X I T R A E I T V R N A T T U M E  
H W S W E H E H L S H A A S L O I I I N  
A R A E S W A D A T E C C E F C C R R T  
P Z N L E P D C T M R A K T E K E M A S  
P C T C C N S O I A N T E T A I A I C R  
I H A O Q G P H V S E I R I S N O T L I  
N O Q M M C J D E X S O R A T G C T E N  
E P N E A V Y A S T S N G I I S E E J Y  
S E C H O C O L A T E X Y U N O U N G S  
S M H P R E S E N T S F Q B G Y J S M U

ADVENT  
BLESSINGS  
BOXING DAY  
CANDLE  
CHARITY  
CHEER  
CHOCOLATE  
CHRISTMAS  
COOKIES  
DREIDEL  
FAMILY  
FEASTING

FESTIVAL  
FRIENDS  
GINGERBREAD  
HANUKKAH  
HAPPINESS  
HOPE  
MENORAH  
MIRACLE  
MISTLETOE  
MITTENS  
NUTCRACKER  
ORNAMENTS

POINSETTIA  
PRESENTS  
RELATIVES  
SANTA  
SOLSTICE  
STOCKING  
THANKSGIVING  
TOGETHERNESS  
VACATION  
WELCOME  
WREATH  
YULE



# 'TIS THE SEASON OF GIVING

This Holiday season, consider giving back to your local community. Everyone needs a helping hand, and yours would be perfect for the job! If you are having trouble finding a great volunteering fit, here are a few opportunities within Athens which just might fit the bill:

**Do you enjoy nature?** Then get on out there by volunteering with the **Sandy Creek Nature Center**! Ways to help include as a Trail Guide, tending and maintaining the trails, and becoming an educational partner helping with small groups of children. Reach out to them here: [kate.mowbray@athensclarkecounty.com](mailto:kate.mowbray@athensclarkecounty.com).

**Care to help out one of Athens' oldest volunteer organizations?** Try out the **Habitat for Humanity**! One of the main ways to help is by assisting in the Re-Store. Their contact is [outreach@athensshabitat.com](mailto:outreach@athensshabitat.com).

The **Athens Community Council on Aging** coordinates a varied approach to helping the community. Whether delivering meals, service as an Arts & Crafts Instructor, or engaging in a work day here and there is your speed, you can get started by visiting their website at [accaging.org](http://accaging.org).

**Ready to get your nerd on?** Whether you're a seasoned pro, or you know nothing about computers but love penguins, **FreeIT Athens** utilizes volunteers to fix donated computers, give them a new operating system, and sell them to and provide support for the community. To get started, head over to [freeitathens.org](http://freeitathens.org).

We've only scratched the surface of the many ways you can give back to your neighbors. Let us know where you choose to help out in 2020. Already a volunteer? We would love to hear about it!

## UGA Holiday Schedule

UGA closed – December 25 - January 1  
Spring Semester Classes Begin – January 7

## Treasure Hunt!

Get your sleuthing skills ready to play this month's Treasure Hunt! To play, just find all instances of the word **holiday** in the newsletter, then submit the correct answer via email to [spark-comm@uga.edu](mailto:spark-comm@uga.edu) by January 23. Up to 3 winners will be chosen to receive a prize.

Congratulations to **Ann Smith** in Accounts Receivable, **Marilyn Smith** in Accounts Payable, and **Mary Fouquet** in Student Accounts for winning last month's treasure hunt!



Ann Smith  
Accounts Receivable



Marilyn Smith  
Accounts Payable



Mary Fouquet  
Student Accounts

Enjoy your Jittery Joe's gift cards!

## YOUR SPARK COMMITTEE

<b>Darlene Bradley</b>	Budget Office
<b>Sam Chafin</b>	Procurement
<b>Casey Chitwood</b>	Student Account Services
<b>Christy Daniel</b>	Bursar's Office
<b>Sarah Fraker</b>	Programs
<b>Beth Martin</b>	Finance Division
<b>Stacy McLain</b>	Accounts Payable
<b>Crystal Rogers</b>	OneSource Support Services
<b>Victoria Salyers</b>	Communications
<b>Harold Waters</b>	Bulldog Print + Design
<b>Tim Welsh</b>	Bulldog Print + Design

[busfin.uga.edu/spark](http://busfin.uga.edu/spark)