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Proposal Teams: Assist with proposal preparation and submission; review, interpret, and implement sponsor and/or institutional rules, regulations and requirements; communicate with MSU offices to facilitate the proposal process; identify and resolve problems and issues that arise during the pre-award lifecycle; serve as MSU's Authorized Organizational Representative. Visit this [link](#) for the Colleges assigned to each Proposal Team

Contract Teams: Negotiate award terms and conditions and execute agreements on behalf of MSU; communicate with MSU offices to facilitate the award process; review, interpret, and implement sponsor and/or institutional rules, regulations and requirements; identify and resolve problems and issues that arise during the pre-award lifecycle; Visit this [link](#) for the Colleges assigned to each Contract Team.

*Position provides support to both Contract Teams
**Position provides support throughout the Pre-Award Process
Refer to SPA Org. Chart for administrative functions.