# RESEARCH AND COST ACCOUNTING ORGANIZATION (as of March 1, 2017)

**Assistant Controller**  
Chuck Tarantino (x3180)  
How to Contact RCA  
- 2640 Memorial Hermann Medical Plaza  
- Campus Mail: MS74  
- Email: rchacctg@rice.edu  
- Fax: X6001 (please specify recipient)

**Responsibilities for funds include:**  
- Award Setup  
- Amendments & Budget Revisions  
- Post Award Administration  
- Expenditure Approvals  
- Financial Reporting  
- Contract / Grant Closeout

**Research Accounting Manager**  
Terry Whitt (x4794)  
- Oversee daily operations:  
  - Funds Management  
  - Cash Management  
  - Audits (Single and Other)

**FUNDS MANAGEMENT GROUP**

### Post Award Blue Team

**Accountant III**  
Claudia Murray (x2942)  
Area Supervisor [A]  
Complex Awards:  
(SFA,TQ, NEWT and Fermilab)*  
A1 Clearing Reconciliation  
Single audits

**Accountant II**  
Ra Keisha Bell-Franklin (x4184)  
R1 Other Federal Agencies*  
R2, R3 & R7 (Training Awards)*

**Temporary Accountant I**  
Marissa Gonzalez (x2756)  
R3 NSF (excl Training)*  
R5 NASA*

**Accountant I**  
Regina McKinzie (x2756)  
R4 Welch*

**Accountant II**  
Bryan Fontenot (x3183)  
R9 Other*

**Contact**  
Claudia.Murray@rice.edu  
mmb9@rice.edu  
rmb9@rice.edu  
Claudia.Murray@rice.edu

- Area Supervisor responsibilities for Funds Management Group include: setup reviews; special projects; procedures; training (RCA and others)

### Post Award Gray Team

**Accountant III**  
Sandy Tanner (x3998)  
Area Supervisor [A]  
Complex Awards:  
(OpenStax, SFA)*  
Single audits

**Accountant II**  
Ivy Xiong (x6114)  
R7 Fed Flow Thru (excl DOD, DOE, DOED & R7 Training)*

**Accountant I**  
Roxie Romer (x2076)  
R2 NIH (excl Training)*  
R8 State (Non-CPRIT)*

**Accountant II**  
Lauren Matteson (x2756)  
R0 Foundations*

**Accountant II**  
Felipe Romero (x5658)  
R6 For Profit*

**Contact**  
Sandy.Tanner@rice.edu  
Ivy.Xiong@rice.edu  
r36@rice.edu  
lmatteson@rice.edu  
Felipe.Romero@rice.edu

- Area Supervisor responsibilities for Reporting Group include: oversight of effort reporting and salary reviews; training (RCA and others)

**CASH MANAGEMENT GROUP**

**Accountant II**  
Nancy Peterson (x3256)  
Approve invoices

**Accountant I**  
Adela Perez (x5170)  
Incoming wire transfers/deposits

**Reporting Group**

**Accountant III**  
Roxie Woodward (x3228)  
Area Supervisor [A] [B]  
Prepare/approve invoices

**Accountant I**  
Lina Nguyen (x2244)  
Process automated reporting process

**Accountant II**  
Cody Poage (x6092)  
R7 Fed Flow Thru (DOD, DOE & DoED)*

**Contact**  
Nancy Peterson@rice.edu  
Adela Perez@rice.edu  
Roxie.Woodward@rice.edu  
Cody.Poage@rice.edu

- Area Supervisor responsibilities for Reporting Group include: oversight of effort reporting and salary reviews; training (RCA and others)

- Area Supervisor responsibilities for Funds Management Group include: setup reviews; special projects; procedures; training (RCA and others)