

USMF FOUNDATION

SERVING THE UNIVERSITY SYSTEM OF MARYLAND

USM Foundation Administration and Finance Staff	
Title	Areas of Responsibility
Dawn James Administrative Assistant to the VP for Finance and CFO Tel: 301-445-2713 Fax: 301-445-2707 djames@usmd.edu	Annual Endowment Report Memorandum of Understanding New account agreements and updates
Bernadette Mannone Accounting Associate Tel: 301-445-2704 Fax: 301-445-2707 bmannone@usmd.edu	Gift Processing Matching Gift Processing
VACANT – please call <i>Dawn James</i> with questions Payroll Administrator & Staff Accountant	Employee Benefits Non-Resident Aliens Payroll Information
Roy Hossler Executive Senior Accountant Tel: 301-445-1949 Fax: 301-445-2707 rhossler@usmd.edu	General Accounting
Randy Possehl Grants Coordinator & Staff Accountant Contracts Tel: 301-445-2710 Fax: 301-445-2707 rpossehl@usmd.edu	Contracts/Grants Non-gift Revenue Training
Linda Ringer Director of Finance Tel: 301-445-2717 Fax: 301-445-2707 lringer@usmd.edu	Trust and Annuity Coordination Bank Transfers and Reconciliations
John Simcox Staff Accountant Tel: 301-445-2734 Fax: 301-445-2707 jsimcox@usmd.edu	Fixed Assets

Anna Smith Accounting Associate Tel: 301-445-2727 Fax: 301-445-2707 asmith@usmd.edu	Disbursement Request Processing Credit Card Processing Account Balance
VACANT – Please call <i>Dawn James</i> with questions Comptroller	Account Statement Inquiries
Ginger Whelley Assistant Comptroller Tel: 301-445-2726 Fax: 301-445-2707 whelley@usmd.edu	Stock Gifts/Wire Transfers