

Sponsored Programs, Contracts and Grants Research Week Workshop

Supporting Faculty Research

April 15, 2015

104 McLendon Bldg.



The Office of Sponsored Programs, Contracts and Grants

Pre-Award

*Pre-Award Coordinators are here to
HELP you!*

John Raynor and Fatou Traore

What is Pre-Award?



Pre-Award is:

the central coordination point for all proposal development and submissions involving programmatic and research initiatives including, grants, contracts, sub-contracts, and cooperative agreements.

In that capacity, the Pre-Award Coordinators administer and facilitate proposal preparation and submission processes for all departments, divisions and schools at ECSU.

Major Pre-Award Functions



Knowledge Base:



Funding Search



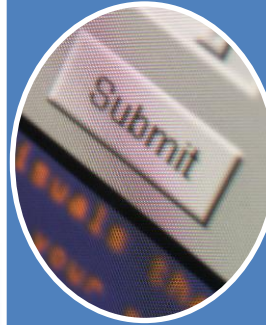
Proposal
Consultation



Proposal
Development



Budget
Development



Submission



Major Pre-Award Functions



Re-submit



Trainings
Workshops
Prof.
Development



Electronic
Research
Administration



Post Award



Partnerships
Collaboration



Reporting &
Strategic Planning

Types of Funding Available

Grants:

Research, projects,
equipments, travel

Contracts:

Procurement, payment
for services

Fellowships:

Support for studies and
related activities at the
graduate or post-graduate
level

Awards:

Competitions, prizes,
artistic activities

Traineeships:

Internships, research
training

Examples of Foundation Sources

North Carolina Community Foundation

www.nccommunityfoundation.org

- ❖ Supports local resource allocation and community assistance to 66 counties in North Carolina.

Blue Cross BlueShield of North Carolina Foundation

www.bcbsncfoundation.org

- ❖ Supports the health of vulnerable populations, healthy active communities and Community impact through nonprofit excellence.

Burroughs Wellcome

www.bwfund.org

- ❖ Supports advancing the medical sciences by funding basic research and other scientific and educational activities.

Funding Search Resources

Grants.gov is your source to FIND and APPLY for federal grants.

www.grants.gov

NEW: InfoED Spin is the world's #1 funding opportunities database providing research information to both the public and subscribers, and services for the research community

<http://infoedglobal.com/solutions/spin-global-suite>

The Grants Resource Center (GRC) is committed to strengthening the competitive edge of colleges and university faculty members and administrators pursuing sponsored programs funding from public and private sources.

www.aascu.org/grc

The Foundation Center is the world's leading source of information on philanthropy, fundraising, and grant programs.

Foundationcenter.org

Techniques for Identifying Funding Sources

- Networking with colleagues
- Scholarly literature/publications
- Print & electronic databases
- Libraries



Contacting and Cultivating Potential Funders



- Read the guidelines first!
- Talk to the program officer – Identify a project officer who will address your questions.
- Think of the funder as a resource.
- Every Agency/Foundation is different – Find out what the funding agency funds and requests.
- Find out if the funder has other grant sources
- Letter of Inquiry

RESEARCH AT ECSU

- www.ecsu.edu/osp
- E-mail or call if you have questions
- Schedule an individual consultation
- [Funding Search Request Form](#)

Accessing RAMSES

<https://ecsu.myresearchonline.org/ramses>



ELIZABETH CITY
STATE UNIVERSITY

UserID:

Password:

Sign In

Forgot Your Password? Unable to Login? [Click Here](#) for assistance.

Home Page/Dashboard

RAMSeS ASU Proposal and Award Development For immediate assistance contact ORSP at 828.262.2130

HOME MY DASHBOARD HELP REPORTING ADMIN LOGOUT

Proposal Dashboard

- [Start New Proposal](#)
- 1** [My Proposals](#)
- [Proposals in My Dept](#)
- [Assumption of Risk Inbox](#)

Award Dashboard

- [My Awards](#)
- [Awards in My Dept](#)
- [ARRA Submissions](#)

Certifications/Approvals

- [PI Certification Inbox](#)
- [Dept Approval Inbox](#)

Office of Research and Sponsored Programs
232 John E. Thomas Hall
287 Rivers Street, POB 32088
Boone, NC 28608-2068
Phone: 828.262.2130
Fax: 828.262.2709

>> Welcome to RAMSeS (Research Administration Management System & eSubmission)

The RAMSeS research proposal and award management information system provides a full range of functionalities - from pre-award (creation and electronic routing of proposals, including electronic departmental approval and PI certification) through post-award (account set-up and award management) - and also serves as a data repository with a comprehensive reporting functionality.

Proposal Dashboard

- [Start New Proposal](#) - initiate new proposals by creating and submitting eIPFs
- [My Proposals](#) - access proposals you have created/submitted, or on which you are named
- [Proposals in My Dept](#) - access proposals in administering / approving departments for which you have been assigned Proposal Data Access*
- [Assumption of Risk Inbox](#) - review, approve, and track Assumption of Risk in departments for which you have been assigned as a Assumption of Risk (AOR) Approver*

Award Dashboard

- [My Awards](#) - view Recent Awards, and Active and Inactive Projects on which you are named
- [Awards in My Dept](#) - view Recent Awards and Projects for administering departments for which you have been assigned Award Data Access*
- [ARRA Submissions](#) - view and track departmental ARRA eProgress Reports. Research Account Managers* also access ARRA eProgress reports from the Unsubmitted tab (for preparation and submission)

Certifications / Approvals

- [PI Certification Inbox](#) - review, certify, and track proposals on which you serve as Lead or Principal Investigator
- [Dept Approval Inbox](#) - review, approve, and track proposals in departments for which you have been assigned as an IPF Approver*

For Help

- For technical questions or assistance please contact [ORSP](#) at 828.262.2130
- *For policy and/or procedural questions or assistance, contact the [Office of Research and Sponsored Programs](#) at 828.262.2130
- [Contact ORSP/Administrative Support](#) - Select the topic you need help with to get the name and contact information of the person best-suited to assist you.
- [FAQ](#) - RAMSeS Frequently Asked Questions
- [IPF Help](#) - Questions and answers corresponding to each section of the IPF

Other Features

- [Reporting](#) - Generate Proposal, Award, and Project reports for a particular Investigator, Department, School, Sponsor, etc. Report data may easily be exported into Excel on your desktop

• **Start New Proposal** = Brand new submission or submissions transferring over to ASU from another institution

• **My Proposals** = Access to all un-submitted and submitted proposals along with those that have been funded.

• **Proposals in My Dept** = Access for department heads to their departments proposals

• **Departmental Approval Inbox** = Dean and department level access to submissions

• **Assumptions of Risk Inbox** = Access to proposals that have an AOR

• **My Awards** = Access to all active and inactive awards

• **Awards In My Dept** = Access for department heads to their departments awards

• **PI Certification Inbox** = Where PIs go to electronically sign proposals they are named on



Proposal Check List

Item List **11-0061** 

View or Edit completed sections by clicking the name next to the check.

- [General Info](#) 
- [Personnel](#)
- [Budget](#)
- [Conflict of Interest](#)
- [Research Subjects](#)
- [Subcontractors](#)
- [Export Control](#)
- [Intellectual Property](#)
- [Community Benefits](#)
- [Location of Sponsored Activities](#)
- [Application Abstract](#)
- [Attachments](#)
- [Approving Depts](#)
- [Submission Notes](#)



>> General Information

* Indicates Required Fields

Funding Agency(ies)

* **Sponsor/Funding Agency**
Funding Opportunity/Sponsor Application (If Federal Grant, CFDA) No
Sponsor Program Title:
Proposal Guideline URL:
Prime Funding Agency:
Address:
Contact Phone:

General Proposal Information

* **Proposal Name:** Hoffman - TACCM Internsh
* **Project Start Date:** 05/18/2010 
* **Project End Date:** 08/08/2010 
* **Activity Type/Chess Code:** [Click Here to Add/Remove](#)

* **Proposal Type:** New

Done

Administering Proposal

The screenshot displays the RAMSeS web application interface. The main content area is titled '>> Proposal Routing Status' and shows details for proposal 10-0199. The proposal is sponsored by the US DHHS NIH National Institute of Allergy and Infectious Diseases (NIAID). The lead investigator is Martisha Wallace, and the project title is 'Nanoparticles as a route for osteomyelitis therapy'. The deadline is 10/16/2009. The proposal has been successfully submitted and is currently in the 'Approvals' stage. The interface includes a navigation menu on the left with sections for Proposal Dashboard, Award Dashboard, and Certifications/Approvals. The main content area has tabs for Approvals, Compliance, Status History, Assumption of Risk, Awards, and Attachments. Below the tabs, there is a text block stating that the proposal has been successfully submitted and that lead/principal investigators and approving departments should electronically authorize it. Two tables are provided: one for 'Investigator(s) who must certify this Proposal' and one for 'Department(s) that must authorize this proposal'. The investigator table shows Martisha Wallace as the Lead Principal Investigator, certified on 11/19/2009 09:25. The department table shows the Center For Research Excellence In Nanosciences, authorized by Yousef Haik.

Proposal Dashboard

- [Start New Proposal](#)
- [1 My Proposals](#)
- [Proposals In My Dept](#)
- [Assumption of Risk Inbox](#)

Award Dashboard

- [My Awards](#)
- [Awards In My Dept](#)
- [ARRA Submissions](#)

Certifications/Approvals

- [PI Certification Inbox](#)
- [Dept Approval Inbox](#)

Office of Sponsored Programs
1713 Moore Humanities
Research Administration Building
Greensboro, NC 27402-6170

>> Proposal Routing Status

Proposal No: **10-0199** (coversheet) Sponsor: US DHHS NIH National Institute of Allergy and Infectious Diseases (NIAID)

Lead Investigator: **Martisha Wallace** Deadline: 10/16/2009 New Electronic: Yes - Grants.gov

Account Manager:

Project Title: Nanoparticles as a route for osteomyelitis therapy

Approvals Compliance Status History Assumption of Risk Awards

The above proposal has been successfully submitted. All lead/principal investigators and approving departments listed below have been notified and should electronically authorize (in routing order for departments) this proposal before it is received by the Office of Sponsored Programs.

Investigator(s) who must certify this Proposal

Investigator	Role	Decision
Martisha Wallace	Lead Principal Investigator	Certified on 11/19/2009 09:25

Department(s) that must authorize this proposal

Order	Department	Authorizing Person(s)	Authorizing Decision
1	Center For Research Excellence In Nanosciences	Yousef Haik	Authorized By Yousef Haik

•Approvals

- Shows the status of electronic process

•Compliance

- Shows IRB information

•Status History

- Shows all the administrative changes made to proposal

•Assumption of Risk

- Lists any/all AORs

•Awards

- Shows all awards

•Submission Notes

- Shows any notes left by PI, Depart Head, Dean, or Admin Staff regarding proposal

•Attachments

Who do I contact for help?

John Raynor (252) 335-3983, jtraynor@mail.ecsu.edu

Fatou Traore (252) 335-3246, fatraore@mail.ecsu.edu

- For problems or questions regarding forms or accessing proposal and award information
- For any problem logging into RAMSeS or error messages while in RAMSeS
- For questions about administrative reviews or proposal processing

The Office of Sponsored Programs, Contracts and Grants



Post-Award

Post-Award Coordinators are here to HELP you!

Pernell Bartlett

Post Award

- Viking Shoppes
- Inventories
- Reports
- Administrative Support (files, etc.)

Post Awards

- Review grant purchase authorizations
- Order throughout the life of Grant
- Replenish departmental supplies if allowed



Post Awards



- All equipment purchases over \$5000.00 will be inventoried
- Item will be tagged and photo'd

Post Award

Reports

Reporting requirements are detailed in the grant.

Final – Summary report of grant accomplishments

Quarterly – Quarterly grants accomplishment

Annual – Summary of annual grant accomplishments

Financial – These reports are submitted by Business and Finance.

Post Award – Questions



Pernell Bartlett, Post Grant Coordinator
252-335-3125 ~pdbartlett@ecsu.edu

The Office of Contracts and Grants

Contracts and Grants

Program Specialists are here to HELP you!

Sheila Onley

Grant Fund

Fund code assigned in Banner

- Track and monitor expenditures
 - Direct expenses posted daily
 - Salary and benefits updated monthly
- Track revenue

Grant Management

- **All expenditures must be in accordance with sponsor and university requirements. ECSU will defer to OMB circulars where added assurance is required.**
- **Verify budget availability and allowability of expenditures.**
- **Plan ahead if a budget revision or no-cost extension is needed.**

Award Monitoring

- **Allowable** -consistently treated; conform to any limitations or exclusions in the agreement
- **Allocable**- Cost has been incurred solely to advance the work under the sponsored agreement
- **Reasonable**-Must withstand public scrutiny; objective individuals would agree that the cost is appropriate

FRAGRNT

Oracle Fusion Middleware Forms Services: Open > FRAGRNT

File Edit Options Block Item Record Query Tools Help

Grant Maintenance FRAGRNT 8.6.1.5 (ECSUPROD)

Grant: 559911 Proposal: Grant Text Exists

Main Grant Agency Location Cost Code Personnel Billing User Defined Data Effort Reporting

Chart of Accounts: Responsible Organization: 35051 Aviation Science

Long Title: Strengthening Aviation Education and Workforce in Northeastern North Carolina

Title: Strengthening Aviation Education an Requires Effort Certification

Agency: 970152165 Golden Leaf Foundation

Principal Investigator ID: 970000493 Rawat, Kuldeep S.

Project Start Date: 01-FEB-2015 Project End Date: 01-MAR-2017 Proposal:

Termination Date: Expenditure End Date:

Status: A Active Pass Through Indicator

Alternate Description: Status Date: 20-JAN-2015

Current Amount: 1,100,000.00 Cumulative Amount: Maximum Amount: 1,100,000.00

Total Recipient Share:

Related Grant:

Grant Type: G Grant

Category: P Private Industry/Business/Nonprofit

Sub Category:

CFDA Number: Sponsor ID:

ORACLE FUSION MIDDLEWARE

Enter Chart of Accounts: LIST is available

2:17 PM 4/13/2015

The project start and end date are shown on the main screen

FRIGITD

Oracle Fusion Middleware Forms Services: Open > FRIGITD

File Edit Options Block Item Record Query Tools Help

Grant Inception to Date: FRIGITD 8.5 (ECSUPROD)

Chart of Accounts: 1 Grant: 559911 Strengthening Aviation Education an Grant Year:

Index: 559911 Fund: 559911 Organization: 35051 Fund Summary

Program: 152 Activity: Location: Hierarchy

Account Type: Account: Account Summary: All Levels By Sponsor Account

Date From (MM/YY): 02 / 15 Date To (MM/YY): 04 / 15 Include Revenue Accounts

Account Type	Adjusted Budget	Activity	Commitments	Available Balance
11810 L Social Security	0.00	318.75	0.00	-318.75
13990 E Travel Advance	0.00	119.40	0.00	-119.40
15531 E Other Equipment	0.00	0.00	2,382.80	-2,382.80
731310 L Pool - EPA Academic Salary	101,400.00	0.00	0.00	101,400.00
731410 L Pool - Non-Student Reg Wage	50,000.00	0.00	0.00	50,000.00
731560 L Pool - Unemployment Comp	1,514.00	0.00	0.00	1,514.00
731810 L Pool - Social Security	12,235.00	0.00	0.00	12,235.00
731830 L Pool - Medical Insurance	6,920.00	0.00	0.00	6,920.00
731870 L Pool - Optional Retirement	23,407.00	0.00	0.00	23,407.00
732000 E Pool - Purchased Services	99,800.00	0.00	0.00	99,800.00
732100 E Pool - Purchased Cont Services	345,000.00	0.00	0.00	345,000.00
733000 E Pool - Supplies	166,284.00	0.00	0.00	166,284.00
734000 E Pool - Capital Outlay	281,340.00	0.00	0.00	281,340.00
735000 E Pool - Other Expenses ADJUSTMENTS	12,100.00	0.00	0.00	12,100.00
Net Total:	1,100,000.00	4,604.82	2,382.80	1,093,012.38

Press: Key-Dup Record for Grant Detail Transactions

3:22 PM 4/13/2015

The Date From and Date To can be changed to view expenses for specific periods of time

ORACLE FUSION MIDDLEWARE

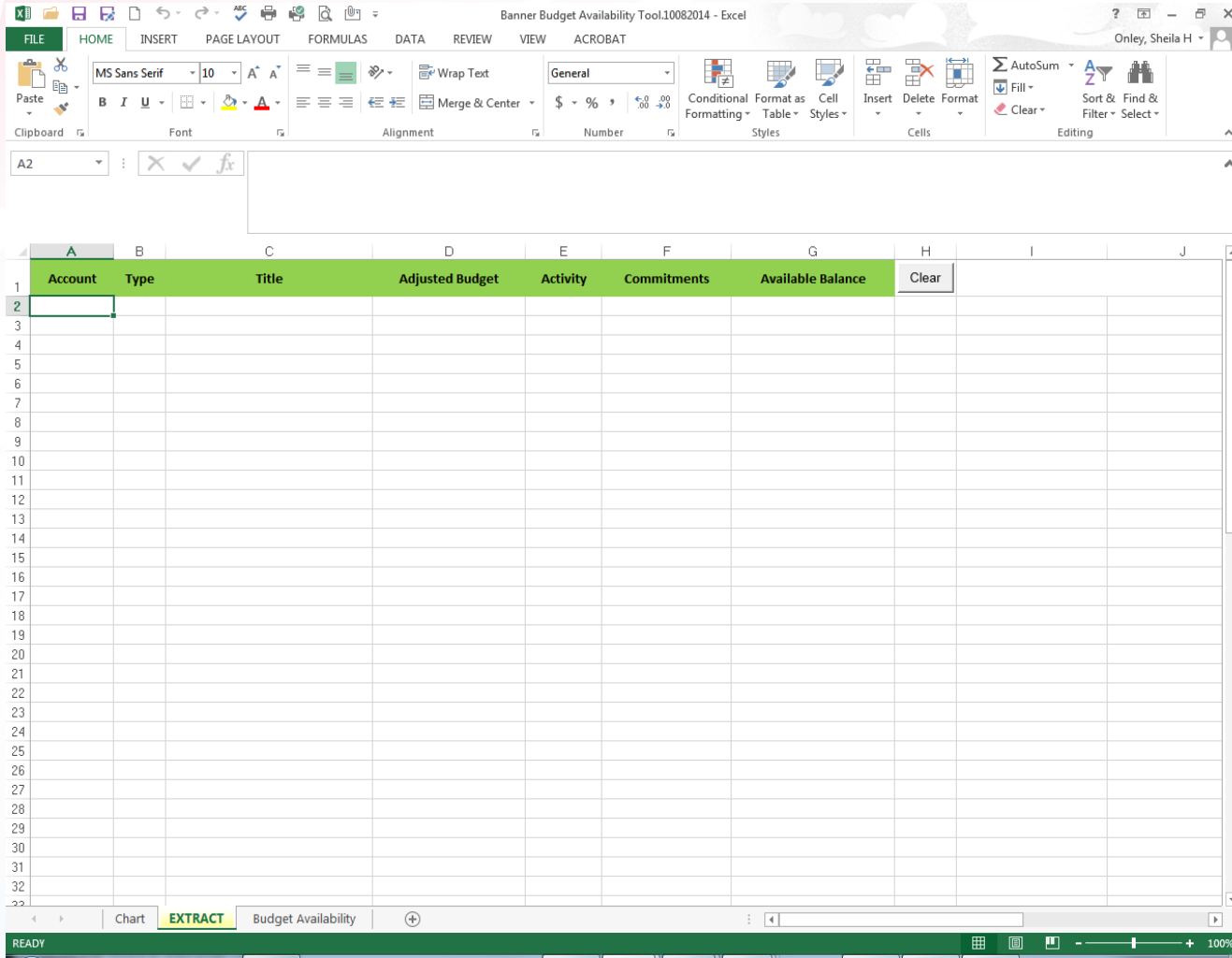
Banner Budget Availability Tool

The screenshot shows an Excel spreadsheet titled 'gokoutd (1) - Excel'. The ribbon is set to 'HOME'. The active cell is A2, containing the value '11410'. The spreadsheet contains a table with the following data:

Account	Type	Title	Adjusted	Activity	Commitm	Available Balance
11410	L	Non-Stud	0	4166.67	0	-4166.67
11810	L	Social Sec	0	318.75	0	-318.75
13990	E	Travel Adv	0	119.4	0	-119.4
15531	E	Other Equ	0	0	2382.8	-2382.8
731310	L	Pool - EPA	101400	0	0	101400
731410	L	Pool - Nor	50000	0	0	50000
731550	L	Pool - Une	1514	0	0	1514
731810	L	Pool - Soc	12235	0	0	12235
731830	L	Pool - Mea	6920	0	0	6920
731870	L	Pool - Opt	23407	0	0	23407
732000	E	Pool - Pur	99800	0	0	99800
732100	E	Pool - Pur	345000	0	0	345000
733000	E	Pool - Sup	166284	0	0	166284
734000	E	Pool - Cap	281340	0	0	281340
735000	E	Pool - Oth	12100	0	0	12100

Extract data from FRIGITD and copy

Banner Budget Availability Tool



Right click to paste the data into this spreadsheet

Banner Budget Availability Tool

Banner Budget Availability Tool.10082014 - Excel

Onley, Sheila H

Clipboard Font Alignment Number Styles Cells Editing

A1 Pool

Pool	Type	Adjusted Budget	Activity	Commitments	Available Balance
18960	Pool - Indirect Overhead Cost	\$ -	\$ -	\$ -	\$ -
731110	Pool - EPA Regular Salary	\$ -	\$ -	\$ -	\$ -
731140	Pool - Employee on Loan	\$ -	\$ -	\$ -	\$ -
731210	Pool - SPA Regular Salary	\$ -	\$ -	\$ -	\$ -
731220	Pool - Overtime Payment	\$ -	\$ -	\$ -	\$ -
731230	Pool - SPA LEO Salaries and Wages	\$ -	\$ -	\$ -	\$ -
731240	Pool - SPA Premium and Holiday Pay	\$ -	\$ -	\$ -	\$ -
731270	Pool - SPA Longevity Payment	\$ -	\$ -	\$ -	\$ -
731280	Pool - SPA Salary Reserve	\$ -	\$ -	\$ -	\$ -
731310	Pool - EPA Academic Salary	\$ 101,400.00	\$ -	\$ -	\$ 101,400.00
731380	Pool - EPA TCH Salary Res	\$ -	\$ -	\$ -	\$ -
731410	Pool - Non-Student Reg Wage	\$ 50,000.00	\$ 4,166.67	\$ -	\$ 45,833.33
731450	Pool - Student Wages	\$ -	\$ -	\$ -	\$ -
731520	Pool - Suggestion Awards	\$ -	\$ -	\$ -	\$ -
731550	Pool - Unemployment Comp	\$ 1,514.00	\$ -	\$ -	\$ 1,514.00
731576	Pool - Flexible Spending SVG Acct	\$ -	\$ -	\$ -	\$ -
731599	Pool - Accumulated Leave Ex	\$ -	\$ -	\$ -	\$ -
731630	Pool - Workers Compensation	\$ -	\$ -	\$ -	\$ -
731700	Pool - Board Member Comp	\$ -	\$ -	\$ -	\$ -
731810	Pool - Social Security	\$ 12,235.00	\$ 818.75	\$ -	\$ 11,916.25
731820	Pool - State Retirement	\$ -	\$ -	\$ -	\$ -
731830	Pool - Medical Insurance	\$ 6,920.00	\$ -	\$ -	\$ 6,920.00
731870	Pool - Optional Retirement	\$ 23,407.00	\$ -	\$ -	\$ 23,407.00
731880	Pool - Law Officers Retirement	\$ -	\$ -	\$ -	\$ -
731890	Pool - Staff Benefits Reser	\$ -	\$ -	\$ -	\$ -
732000	Pool - Purchased Services	\$ 99,800.00	\$ 119.40	\$ -	\$ 99,680.60
732100	Pool - Purchased Cont Services	\$ 345,000.00	\$ -	\$ -	\$ 345,000.00
732200	Pool - Utilities	\$ -	\$ -	\$ -	\$ -
733000	Pool - Supplies	\$ 166,284.00	\$ -	\$ -	\$ 166,284.00
734000	Pool - Capital Outlay	\$ 281,340.00	\$ -	\$ 2,382.80	\$ 278,957.20
734600	Pool - Art Library Learning Res	\$ -	\$ -	\$ -	\$ -
735000	Pool - Other Expenses ADJUSTMENTS	\$ 12,100.00	\$ -	\$ -	\$ 12,100.00
736581	Pool - UNC Campus Scholarships	\$ -	\$ -	\$ -	\$ -
736810	Pool - Educ Award - Approp Grants	\$ -	\$ -	\$ -	\$ -

Chart EXTRACT Budget Availability

READY AVERAGE: 8870.967742 COUNT: 378 SUM: 2200000 90%

Click on the Budget Availability Tab.
Click Hide Blank Rows

Banner Budget Availability Tool

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	Pool	Type	Adjusted Budget	Activity	Commitments	Available Balance										
11	731310	Pool - EPA Academic Salary	\$ 101,400.00	\$ -	\$ -	\$ 101,400.00										
13	731410	Pool - Non-Student Reg Wage	\$ 50,000.00	\$ 4,166.67	\$ -	\$ 45,833.33										
16	731550	Pool - Unemployment Comp	\$ 1,514.00	\$ -	\$ -	\$ 1,514.00										
21	731810	Pool - Social Security	\$ 12,235.00	\$ 318.75	\$ -	\$ 11,916.25										
23	731830	Pool - Medical Insurance	\$ 6,920.00	\$ -	\$ -	\$ 6,920.00										
24	731870	Pool - Optional Retirement	\$ 23,407.00	\$ -	\$ -	\$ 23,407.00										
27	732000	Pool - Purchased Services	\$ 99,800.00	\$ 119.40	\$ -	\$ 99,680.60										
28	732100	Pool - Purchased Cont Services	\$ 345,000.00	\$ -	\$ -	\$ 345,000.00										
30	733000	Pool - Supplies	\$ 166,284.00	\$ -	\$ -	\$ 166,284.00										
31	734000	Pool - Capital Outlay	\$ 281,340.00	\$ -	\$ 2,382.80	\$ 278,957.20										
33	735000	Pool - Other Expenses ADJUSTMENTS	\$ 12,100.00	\$ -	\$ -	\$ 12,100.00										
64																
65		Total	\$ 1,100,000.00	\$ 4,604.82	\$ 2,382.80	\$ 1,093,012.38										
66																
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88																

Data condenses and you can view the available balances

Billing and Drawdowns

- **Most activity is performed on a reimbursement basis (expenses have already incurred)**
- **Award documents define the billing and drawdown requirements.**
- **Federal source awards are typically electronic drawdowns**
- **Most non-federal awards are typically invoiced**

Reporting

- **The Contracts and Grants Office handles the preparation and submission of financial reporting**
- **Reports vary in frequency depending on the awarding agency**
 - **Typically, Federal awards require quarterly, annual, and final reports**
 - **Non-federal financial reports vary.**

Time and Effort

- **The Contracts and Grants Office prepares and distributes Time and Effort Reports on a semester basis.**
- **Must be signed by the employee, principal investigator, or responsible official(s) using suitable means of verification that the work was performed.**
- **If corrections are needed, please make the corrections and initial the change.**

Special Funds Accounting

Sheila Onley

Interim Director
8536

Natarsha Jones

University Program Specialist
8714

Lisa Hata-Raper

Temporary Employee
8767



The Office of Sponsored Programs, Contracts and Grants

Research



Compliance



Research Compliance

- Safety, Hazardous Waste and Biohazards
- Export Controls
- International Travel
- Animal Care and Use
- Human Subjects Protection and the IRB
- Responsible Conduct of Research
- Conflict of Interest and Commitment

Safety, Hazardous Waste & Biohazards

WHAT TO KNOW

Chemicals and hazardous materials are not only used in laboratories. ECSU conducts academic research and other activities that involve the use of hazardous materials.

WHAT TO DO

- All activities involving the use of hazardous materials must adhere to proper handling, storage, use and disposal policies and procedures by the University.
- Departmental Safety Training



Export Controls

WHAT TO KNOW

An export is a physical transfer/disclosure of an item outside the US; or in any form of a controlled item or information within the US

mailed, shipped or transported; electronic or verbal via teaching, presentation or a deemed export



WHAT TO DO

- Complete Export Controls Checklist
- Complete an Export License or Exemption Form
- Export Controls Training through CITI
- Visual Compliance Screening

International Travel

WHAT TO KNOW

Any foreign travel on a “sponsored” project is subject to export controls.



WHAT TO DO

International Travel Briefing

- Tactical Country information and Current Travel Alerts
- Safety and Security Tips
- Export Control Information
- Screening for potential license requirement



Animal Subjects

WHAT TO KNOW

ECSU is committed to observing federal regulations pertaining to animal welfare.

We do not conduct research involving animal subjects on campus at this time.

WHAT TO DO

For collaborations, we require a copy of the approved Institutional Animal Care and Use (IACUC) application from the institution where the research is being conducted.

Human Subjects Protection & The IRB

WHAT TO KNOW

All research involving the use of human subjects conducted by researchers (ECSU faculty, staff, or students), or sponsored, in part or in whole, by ECSU, must be reviewed and approved by the (IRB) prior to start of the project.

WHAT TO DO

- Complete an EXEMPT or EXPEDITED/FULL Review IRB Application
- Complete Human Subjects Protection and Responsible Conduct of Research Training through CITI

**I
R
B**



Responsible Conduct of Research

WHAT TO KNOW

Unethical behavior in research represents a breach of the confidence among faculty, staff, and students as well as other researchers that is central to the advancement of knowledge.

****Required by NSF and NIH****



WHAT TO DO

RCR Training

- Research Misconduct
- Human Subjects
- Animal Subjects
- Conflicts of Interest and Commitment
- Data Management
- Mentor/Mentee Relationship
- Collaborative Research
- Responsible Authorship
- Peer Reviews

Conflict of Interest and Commitment

WHAT TO KNOW

Conflict of interest relates to situations, (financial or personal) considerations, circumstances, or relationships may compromise, may involve the potential for compromising, or may have the appearance of compromising objectivity in fulfilling ECSU duties or responsibilities, including research, service and teaching activities and administrative duties

WHAT TO DO

Disclose, Disclose, Disclose

All Faculty and EPA non-faculty, SPA employees or other key personnel/students who make a significant contribution to a sponsored project, must submit an annual Conflict of Interest and Commitment Disclosure

COI Training every 4 years





Michelle Moore

Research Compliance Officer

Institutional Review Board (IRB) Administrator

111 McLendon Bldg.

252-335-3823



Sponsored Programs, Contracts and Grants

