

WSU's

Internal Research Support Booklet 2014-2015

Programs, information, and services for faculty & students

**The following units offer internal funding programs included in the
*Internal Research Support Booklet:***

Office of the Vice President for Research

5057 Woodward, Suite 6409

577-5600 phone

577-3626 fax

<http://www.research.wayne.edu/funding/internal-funding.php>

Office of the Provost and Senior Vice President for Academic Affairs

4092 Faculty/Administration Building

577-2200 phone

577-5666 fax

<http://provost.wayne.edu/faculty-staff/awards.php>

<http://uop.wayne.edu/>

Graduate School

5057 Woodward, Suite 6305

577-2170 phone

577-2903 fax

<http://gradschool.wayne.edu/funding/>

Office of Health Research

319 Cohn Building

577-4135 phone

577-5777 fax

<http://www.nursing.wayne.edu/faculty/health-research.php>

Humanities Center

2226 Faculty/Administration Building

577-5471 phone

577-2843 fax

<http://research2.wayne.edu/hum/>

Visit the **Division of Research Internal Funding Opportunities** and
Internal Research Support Booklet 2013-2014 at

<http://www.research.wayne.edu/funding/internal-funding.php>.

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Division of Research

Main portal to all Division of Research web sites that provides links to these key web sites, research events, and research news and announcements.

<http://www.research.wayne.edu/>

Office of the Vice President for Research (OVPR)

Includes contact information for OVPR administrators, a divisional organization chart, the research strategic plan, research fast facts and other important links.

<http://www.research.wayne.edu/about/index.php>

Research Communications

Research Communications offers links to WSU research press releases, Research@Wayne newsletter, New Science Magazine, Let us Make You Famous forms, WSU Research in the news, and the University Research Corridor.

<http://www.research.wayne.edu/communications/index.php>

Research@Wayne

A monthly informational online newsletter from the Division of Research

<http://www.research.wayne.edu/rwnews/>

Grant Life Cycle

Guides WSU grant preparers and administrators through the grant process from the beginning stages of generating an idea to finding funding sources to managing grants once funding is received. This user-friendly web site offers guidance and tips as well as step-by-step tutorial videos on how to develop a proposal on WSU's electronic proposal development and submission program *eProp* and our grants management program *Researcher's Dashboard*.

<http://www.spa.wayne.edu/grant>

Research Seminars and Training

WSU offers professional and faculty development opportunities related to advancing the research programs of our faculty, postdoctoral trainees, and senior grant officers.

<http://www.research.wayne.edu/seminars-training/index.php>

Professional and Academic Development (PAD) Seminars

The PAD seminars are designed to provide useful information and advice to help faculty, post-doctoral fellows, and graduate students succeed in their academic careers. The following site contains handouts and videos of previous PAD seminars:

<http://www.research.wayne.edu/seminars-training/seminar-series.php>

Unite!

Starting with the 2014-2015 academic year, all internal funding requests will be submitted through eProp. We have developed our standard eProp system to accommodate internal funding submissions. Each internal funding program will still have its own application guidelines to be followed to prepare a PDF application that will be uploaded into eProp. All approval signatures will be routed through the eProp system.

Log-In to eProp requires a WSU Access ID and [Academica](#) (Pipeline replacement) password. To submit your internal funding proposal, please follow the steps in the [Unite! Internal e-Prop user guide](#). If you have questions about entering and uploading your internal funding proposal, please contact Tim Foley at tpfoley@wayne.edu or [313-577-8357](tel:313-577-8357). If you have questions about the particular funding program, contact Sarah James at sjames@wayne.edu or 313-577-8997. If you have questions about transfer of funds for any of our programs, contact Lilly Hatzis at ab1625@wayne.edu or 313-577-2245. If assistance is required with technical issues, please contact Research_IT@wayne.edu.

Nano@Wayne

Nano@Wayne provides information on nanoscience and nanotechnology initiatives at WSU, including online viewing of the nanoscience seminar series which is comprised of outstanding speakers from around the country as well as from our own faculty.

<http://research.wayne.edu/nano/>

Sustainability@Wayne

Sustainability@Wayne is a seminar series that includes a range of topics such as manufacturing, water, environmental, energy and business sustainability. Wayne State faculty, staff and students, as well as interested members of the community are welcome to attend, as we will present topics related to research; national policies and strategies; metrics, assessment and analysis; decision-making; processes and products; and management of sustainability.

All Sustainability@Wayne seminars can be found on the Research Events calendar.

Urban Watershed Environmental Research Group (UWERG)

The group is comprised of Wayne State University professors, researchers, administrators and students from law, medicine and engineering on a mission to save, protect, and improve what's left of the fresh water throughout the Great Lakes region.

<http://engineering.wayne.edu/uwerg>

Water@Wayne

Water@Wayne is a monthly seminar series organized by the Urban Watershed Environmental Research Group and sponsored by OVPR. Open to researchers, students, industry, government and the public Water@Wayne brings national experts in water resources, research, remediation, sustainability, and energy to WSU.

All Water@Wayne seminars can be found on the Research Events calendar.

Interdisciplinary Research and Education

This site is a support tool for faculty that includes materials developed to support self-tutorials,

short courses, modules and workshops. Annotated bibliographies highlight key literature and other online resources. Coaching and training modules annotate key resources and provide tips for using them.

<http://research.wayne.edu/idre/>

Michigan Neonatal Biobank

With four million blood samples representing nearly every Michigan birth since mid-1984 the Michigan Neonatal Biobank is a valuable resource for medical and public health research. In addition to demographic and screening test results, for approved studies the samples can be linked to the State's public health and disease registries, and to live birth and death records. The samples have been used for studies of gene-environment interactions, disease-specific research, multi-generational studies and assay development.

<http://mnbb.org/>

University Research Corridor

The URC is an alliance of Michigan's three leading research institutions: Michigan State University, the University of Michigan and Wayne State University. The URC is playing a key role in creating a vibrant Michigan economy through leveraging their intellectual capital and working proactively to attract knowledge economy business.

<http://www.urcmich.org/>

WSU Centers & Institutes

WSU's centers and institutes embrace the multidisciplinary nature of scholarship and research within the university, and expand university boundaries by fostering collaborations with government, industry and organizations to enhance economic growth and the quality of life locally, nationally and globally. Our centers and institutes vary greatly in size, focus and mission. Some promote a primarily research-focused agenda, while others focus on instruction and/or community service.

<http://www.research.wayne.edu/ci>

Core Research Facilities

This link provides a list of research support core facilities available to scientists within the WSU community. Contact each facility for specific information as to services and pricing.

http://research.wayne.edu/nano/core_services.php

Children's Bridge

All researchers at Wayne State University who are interested in studying child development, health and well-being are invited to participate in the Children's Bridge by providing information about your interests and experience. Children's Bridge activities include topical study groups, promoting interdisciplinary collaborations, and maintaining a database of university researchers with interests in children, youth, and families.

<http://mpsi.wayne.edu/bridge/index.php>

MiLR High Performance Research Network

The Michigan LambdaRail (MiLR) is a very-high-speed, special-purpose data network in research and higher education, operated by the Merit Network in Ann Arbor. MiLR provides researchers low-cost, 10 Gbps Ethernet connections between WSU, MSU, and UM campuses and to national and international research and education connection points in Chicago.

<http://milr.org>

Undergraduate Research

The Office of Undergraduate Research (OUR) invites students from disciplines across the university – hard sciences, social sciences, performing arts and humanities – to participate in undergraduate research. Undergraduate research puts theory into practice as you work on projects and are mentored by full-time faculty who are leaders in their field.

<http://uop.wayne.edu>

Research Funding Opportunities

Find internal funding opportunities, limited submission funding opportunities, and search for external funding opportunities.

<http://www.research.wayne.edu/funding/index.php>

Community of Science (COS) Pivot Funding Opportunities and Expertise

Provides a full range of Internet-based services for the world's researchers to find funding, promote their work, identify experts, manage resources, and collaborate with colleagues.

<http://www.research.wayne.edu/funding/searching.php>

WSU ResearchConnect

In an effort to promote and facilitate interdisciplinary research, Wayne State University is committed to using innovative research tools and information technologies to promote collaboration. ResearchConnect is one of these tools which provides a searchable database of expertise across most disciplines at WSU. Explore the profiles, publications, and grant data of hundreds of researchers within our university. Follow the network and collaborations within WSU, throughout the SciVal Experts Community, and across the national DIRECT and VIVO networks. The publications and grants listed for faculty members reflect their expertise in the unit(s) with which they are affiliated here at WSU or at prior institutions and offer a snapshot of their knowledge and interests.

<http://www.experts.scival.com/wayneresearchconnect/default.asp>

Division of Corporate & Foundation Relations

The CFR office is responsible for the coordination of private funding requests on behalf of Wayne State University. The CFR team works with faculty and staff to coordinate and submit requests for private funding. The office can help find prospective funders, write/edit letters and proposals, develop budgets, set up accounts and fulfill reporting requirements.

<http://giving.wayne.edu>

Computing & Information Technology (C&IT)

On C&IT's website, researchers can find information about the core computing and networking services that support their academic and administrative activities, such as e-mail, calendars, online file storage, Internet and networks, telephone and data services, free and discounted software (Microsoft, Adobe, SAS, SPSS/PASW, and Stata), computer purchase information, the WSU Pipeline portal, Self-services on the Web, the Blackboard course system, and so on. C&IT also provides specialized services for researchers (listed separately): Grid and High Performance Computing, Internet2 Advanced Networking, MiLR Research Network, and Research Consulting Services.

<http://computing.wayne.edu>

Internet2 Advanced Networking

WSU's membership in the Internet2 advanced networking consortium offers researchers countless opportunities for participation and collaboration. The Internet2 Network addresses researchers' bandwidth-intensive requirements, such as collaborative applications, distributed research experiments, and grid-based data analysis.

<http://internet2.edu/>

Grid and High Performance Computing

WSU researchers with projects requiring high performance computing can use our scalable, Grid-enabled computing system. Examples of grid or distributed computing implementations in the areas of research and education include scientific simulations that require intensive calculations, large medical-image storage and processing, computer-aided drug discovery, and Big Science or eScience projects with huge data management and storage needs. This website contains more information about the WSU Grid, its infrastructure, and applying online for an account.

www.grid.wayne.edu

Graduate School

The Graduate School at Wayne State University is grounded in the belief that graduate education must be innovative in problem-solving, dynamic in the utilization of new knowledge, and committed to the highest standards of teaching and research. This web page is designed to acquaint you with some of the resources and services provided by the university and the Graduate School. Please feel free to contact the department or program of your choice for more specific information.

<http://www.gradschool.wayne.edu>

Postdoctoral Office

WSU's Postdoctoral Office provides the necessary resources to postdoctoral trainees for a unified plan of training in professional and personal career development. This newly created office provides assistance with establishing uniform sets of postdoctoral policies and governance, building career developing curricula, and interacting and working with other institutional resources and offices.

<http://gradschool.wayne.edu/postdoc/>

WSU Library System - Faculty/Graduate Research Support

The WSU Library System provides services that support the research activities of the University community. Services include: guidance on article databases and search strategies; identification of collaborators and funding sources; best practices for open access, author's rights, and copyright; journal impact, citation analysis and management; journal alerting services; and research data management.

<http://www.lib.wayne.edu/services/research/>

Research Compliance

Oversees compliance with federal regulations for research involving humans, animals, rDNA, radiation safety, and chemical safety, and coordinates conflict of interest, export controls, stem cell research oversight committee, and handles inquiries and investigations regarding allegations of scientific misconduct.

<http://www.research.wayne.edu/compliance/>

Institutional Animal Care and Use Committee (IACUC)

Ensures that all research and teaching protocols using live vertebrate animals are designed and carried out in a humane manner that complies with all applicable laws, policies, and guidelines.

<http://www.iacuc.wayne.edu/>

Institutional Review Board (IRB)

WSU operates its human participant research programs under a Federal Wide Assurance with the Department of Health and Human Services. In accordance with this FWA, HIC is the primary Institutional Review Board for WSU and its affiliated health care institutions.

<http://irb.wayne.edu/>

Policy and Procedures Regarding Research Misconduct

A uniform policy, required for universities that receive Public Health Service (PHS) funds, that outlines procedure for investigating and reporting instances of alleged or apparent misconduct involving research at WSU.

<http://research.wayne.edu/misconduct/>

Conflict of Interest

Wayne State University encourages external activities that enhance an employee's value to WSU. WSU's presence in local, national, or international communities, provides public service, or brings cutting edge research to the public via industry partnerships. In order to protect the public trust and promote objectivity in these activities, the University has adopted a Research Policy on Individual and Institutional Financial Conflict of Interest. This policy establishes standards to ensure that there is no reasonable expectation that WSU employees will be biased in these endeavors by competing financial interests. The Office of Research Compliance has provided information on their website to assist you in complying with the regulations.

<http://www.research.wayne.edu/coi/>

Export Control

Federal Export Control Regulations prohibit disclosure of certain information, technology and products to designated persons or entities, whether on U.S. soil ("deemed exports") or abroad. Lists of sanctioned, prohibited, or regulated activities and entities are generated by the Departments of Commerce, Treasury, and State. Even though these laws may conflict with the University's tradition of academic freedom, they carry severe criminal and civil penalties for noncompliance by individuals and the Institution. Therefore, it is imperative that all researchers at Wayne State University familiarize themselves with these Export Control Regulations and understand their responsibility to determine when these laws apply to their research activities. Because the regulations are broad and difficult to manage on an individual basis, the Office of Research Compliance has provided information on this website to assist you in complying with the regulations.

<http://www.research.wayne.edu/export-control/index.php>

Environmental Health Safety and Health Physics

Ensures a safe and healthy environment at WSU through biosafety, the control of hazardous materials, and compliance with public health codes and regulations, and provides informational, consultative, and educational services.

<http://www.oehs.wayne.edu>

Division of Laboratory Animal Resources

Promotes quality biomedical research through humane and responsible veterinary, technical and husbandry support of all animals used in research and teaching at WSU, and through education, training, and professional consultation to surpass goals and standards mandated by state and federal law, accrediting bodies, and the Institutional Animal Care and Use Committee.

<http://www.dlar.wayne.edu/>

Sponsored Program Administration

This site provides WSU faculty, staff, and students with the resources to facilitate their efforts in the identification of submission of proposals, and administration of sponsored programs, private grants, and gifts. A quarterly, informational, online newsletter is, also, available.

<http://spa.wayne.edu/>

eProp/COEUS

eProp/COEUS is a web-based proposal development tool created to assist faculty and research administrators in streamlining the pre-award process. This tool brings together the FES, budget development and science pieces in one location on the web which can be accessed from WSU or home.

<http://www.spa.wayne.edu/funding/eprop.php>

Researcher's Dashboard

WSU's award-winning Researcher's Dashboard is an easy-to-use intuitive tool that streamlines and enhances the pre-award and post-award grant processes for both researchers and administrators, providing a secure, easily accessible gateway to researchers' proposal and grant information. To access the Dashboard login to Pipeline www.pipeline.wayne.edu and click on the Research tab.

SPA Training & Development/eTraining

In broadening its responsibility for the institutional oversight of Wayne State University's externally funded programs, Sponsored Program Administration provides training sessions for a wide range of topics including eProp preparation and submission, proposal budget development, Researcher's Dashboard navigation, and generating Coeus web-reports. Regularly held training sessions will be offered; please check the SPA Home Page for scheduled events. Additionally, one-on-one or small group sessions are available on an as-needed basis.
<http://spa.wayne.edu/spatraining.php>

Technology Commercialization

Responsible for the identification, protection, marketing and licensing of intellectual property (e.g., patents, unique biological or other materials, and copyrights) developed by WSU faculty, and negotiates material transfer, non-disclosure and sponsored research agreements when they relate directly to WSU inventions.
<http://www.techtransfer.wayne.edu/>

TechTown

A 12 city block business community of entrepreneurs, investors, mentors, service providers and corporate partners creating an internationally recognized entrepreneurial village in the heart of the Woodward Technology Corridor.
<http://techtowndetroit.org/>

Michigan Corporate Relations Network (MCRN)

The Michigan Corporate Relations Network (MCRN) is a university network designed to create partnerships that will connect Michigan's corporations to critical university assets to help promote innovative research and grow Michigan's economy. The Six MCRN universities are: Michigan State University (MSU), Michigan Technological University (MTU), Wayne State University (WSU), Western Michigan University (WMU), and University of Michigan-Ann Arbor (U-M), and University of Michigan-Dearborn (UM-Dearborn).
<http://www.michigancrn.org/>

DEADLINES for WSU Competitive Awards & Programs: 2014-2015

Sept 18	Humanities Center Graduate Travel Program (Fall)
Oct 3	Working Groups in the Humanities and Arts Program
Oct 13	Research Mentors Program for New Faculty (Fall)
Oct 17	Humanities Center Doctoral Dissertation Fellowship
Nov 3	Faculty Competition for Postdoctoral Fellows (Fall)
Nov 10	Research Equipment Program (Fall)
Nov 14	Humanities Center Visiting Scholars Program (Winter)
Nov 17	Bridge Funding Program
Nov 21	Undergraduate Research and Creative Projects Award (Winter-Spring/Summer)
Nov 21	University Research Grant Program
Dec 1	Grants Boost
Dec 5	Board of Governors Faculty Recognition Award
Dec 5	Career Development Chairs
Dec 8	Grants Plus
Dec 12	Humanities Center Graduate Travel Program (Winter)
Dec 12	Summer Dissertation Fellowship
Dec 15	Sabbatical Leave Application
Jan 9	Distinguished Faculty Fellowships
Jan 16	President's Award for Excellence in Teaching
Jan 30	Educational Development Grant Award
Feb 9	The Dean's Diversity Fellowship
Feb 16	Research Mentors Program for New Faculty (Winter)
Feb 27	Marilyn Williamson Endowed Distinguished Faculty Fellowship
Mar 2	Graduate-Professional Scholarships
Mar 2	Research Equipment Program (Winter)
Mar 23	Bridge Funding Program
Mar 27	Undergraduate Research and Creative Projects Award (Spring/Summer-Fall)
Mar 30	Grants Boost
Apr 1	King-Chavez-Parks Future Faculty Fellowships Program
Apr 17	Humanities Center Graduate Travel Program (Spring/Summer)
Apr 17	Humanities Center Faculty Fellowships
May 4	Faculty Competition for Postdoctoral Fellows (Winter)
Jul 3	Resident Scholars' Program
Jul 13	Bridge Funding Program
Jul 27	Grants Boost
Check Dean's Office	Thomas C. Rumble University Graduate Fellowships
Accepted any time	Detroit Medical Center (DMC) Faculty Scholar Awards
Accepted any time	Funder Consultation Program
Accepted any time	Graduate Student Professional Travel Support
Accepted any time	Graduate Students Who Compete for External Fellowships
Accepted any time	Graduate Students Who Obtain External Support
Accepted any time	Part-time Faculty Professional Development Fund
Accepted any time	Pre-Submission Review Program
Accepted any time	Research Stimulation
Accepted any time	Thesis and Dissertation Research Support
Accepted any time	Undergraduate Funds for Travel to Conferences (UFTC)
Check Research web site	INPHAASE
Check Research web site	Research Enhancement Programs

WHAT YOU NEED TO KNOW BEFORE YOU BEGIN RESEARCH

The creation of new knowledge has always carried with it the understanding that research participants are to be protected, as are our colleagues, non-research personnel and the environment. Increasingly, such protection has become codified and formal review mechanisms have been developed in order to offer the assurance of compliance to employees as well as funding agencies or foundations. The following sections outline the programs or policies which Wayne State University has available regarding humans as research participants, animals as research subjects, Responsible Conduct of Research, Export Controls Regulations, programs to protect the environment (including the safe disposal of hazardous materials), and training opportunities which provide greater detail about research and its integrity.

Human Participants in Research

All research is regulated by Federal, State and local agencies. WSU is committed to strengthening the infrastructure to support researchers in meeting all research compliance activities. Federal Regulations require that before beginning any human participant research, defined below, you must obtain approval from the institution's Institutional Review Board (IRB) of record.

Definition of Human Participant Research

Wayne State University and its affiliates comply with the following Department of Health and Human Services (DHHS) and the Food and Drug Administration's (FDA) definitions of human participant research listed below. Please see our website for the *Human Participant Research Determination form* to help you determine if your project is human participant research (http://irb.wayne.edu/forms/human_participant_research_determination_10_2013.doc).

Research

- **DHHS:** Research is defined as a "systematic investigation, including research development, testing, and evaluation, designed to develop or contribute to generalizable knowledge."
- **FDA:** Under FDA regulations research means any experiment that involves a test article and one or more human subjects, and that either must meet the requirements for prior submission to the FDA under section 505(i) or 520(g) of the Food, Drugs, and Cosmetics Act, or need not meet the requirements for prior submission to the FDA under these sections of the Food, Drug, and Cosmetic ACT, but the results of which are intended to be later submitted to, or held for inspection by, the FDA as part of an application for a research or marketing permit. For research involving drugs, an experiment is any use of a drug except for the use of a marketed drug in the course of medical practice.

Human Participant

- **DHHS:** Under DHHS regulations "human subject" means a living individual about whom an Investigator (whether professional or student) conducting research obtains (1) data through intervention or interaction with the individual, or (2) identifiable private information. Intervention includes both physical procedures by which data are gathered and manipulation of the subject or the subject's environment that are performed for research purposes.

- **FDA:** Under FDA regulation “human subject” means an individual who is or becomes a participant in research, either as a recipient of the test article or as a control. A subject may be either a healthy individual or a patient. For research involving medical devices a human subject is also an individual on whose specimen an investigation device is used.

The WSU Institutional Review Boards (IRBs):

Wayne State University has five Institutional Review Boards (IRBs) that review human participants research for the University and its affiliated institutions (Barbara Ann Karmanos Cancer Institute, Children’s Hospital of Michigan, Detroit Receiving Hospital/University Health Center, Sinai-Grace Hospital, Harper Hospital, Huron Valley/ Sinai Hospital, Hutzel Hospital, Rehabilitation Institute of Michigan, Michigan Orthopaedic Specialty Hospital, Kresge Eye Institute, Oakwood Hospital, and the John D. Dingell Veterans Affairs Center). ***All research involving human participants that is performed by students, faculty or other employees of WSU or its affiliated institutions must be reviewed and approved by a WSU IRB committee before the research commences.***

The Vice President for Research has delegated oversight of the IRB to the Assistant Vice President for Research. The authority of the IRB extends to biomedical research and social, behavioral, and education research, regardless of whether the research is funded by a federal agency, commercial companies, intramural entities, or supported by institutional resources. In addition, it includes research conducted by Investigators at other institutions that would like to conduct research on Wayne State University or its affiliated medical institutions’ property. The jurisdiction of the IRB also extends to exempted research, which requires concurrence from the appropriate IRB chair or his/her designee.

IRB members, who are volunteers, peer faculty, and physicians, are appointed by the Vice President for Research based upon their expertise and experience. Individuals from the local community, who are not affiliated with WSU, are appointed to each IRB to represent the interest of the general public. WSU’s Human Research Protection Program encompasses all areas of research protections and is accredited by the Association for the Accreditation of Human Research Protection Programs (AAHRPP).

There are five IRBs at WSU:

MP1 - Medical, adult, VA, prisoner

MP2 - Medical, pediatric and adult

B3 - Social, behavioral, education, etc. using adults or children; VA, prisoner

MP4 - Medical, pediatric and adult

PH1 - Specializes in the review of industry-sponsored Phase I clinical trials for children and adults. PH1 is a rapid review committee and meets weekly.

External IRB review: Western IRB

WSU has arranged to use Western IRB (WIRB)[®] for review of some clinical trials under special circumstances. WIRB[®] is an independent central IRB located in Olympia, WA. WSU has implemented processes to (1) review requests to use the WIRB[®] and, (2) manage protocol submissions to the WIRB[®]. For more information on the WIRB, go to <http://irb.wayne.edu/WIRB.php>.

Research Review and Oversight by the WSU IRB:

Investigators should submit a protocol to the IRB Administration Office for review by one of the IRB committees. Depending upon the research that you are proposing and the level of risk and use of identifiable information, the IRB may be able to **(1) Exempt** the protocol from IRB review and approval, **(2) provide an expedited** IRB review and approval (note this does not refer to the amount of time required to do the review), or **(3) provide a full board** IRB review and approval. An investigator cannot exempt his/her protocol from IRB review and approval. Only a designated member of the IRB can concur that a human participant protocol is exempt from IRB review and approval. Descriptions of studies that may qualify for an exempt or expedited review can be found on the IRB home page: <http://www.irb.wayne.edu/>. For expedited or full committee review, the IRB may approve, approve the IRB's version of your submission, ask for specific minor changes, defer to another meeting, or disapprove a submission.

Research cannot begin until after the Investigator has received a written Approval Memo from the IRB. The IRB will notify the Investigator and the Sponsored Program Administration (SPA) Office, if relevant, of the IRB decision. SPA is responsible for notifying relevant granting agencies that the protocol has received approval.

In the final Approval Memo from the IRB, the Investigator is notified when the protocol is due for continuing review. Every protocol must be reviewed and approved by the IRB at least once yearly in order for the research to continue. If the IRB determines that a protocol has a high level of participant risk, a more frequent review may be required. Approximately three months in advance of the protocol's expiration, the IRB Administration Office will remind the Investigator that he/she must submit the requirements for a continuing review or the protocol will expire. However, it is the responsibility of the principal Investigator to obtain review and approval of the continuing application before the protocol expires or to stop the research until continuing review has been obtained.

If the protocol has not been reviewed and approved by the expiration date, the principal Investigator must stop the research because he/she does not have current IRB approval and any data that is collected after approval has expired can never be used for the research.

Research Non-Compliance

The IRB is responsible for overseeing projects that involve human participants. The committees are responsible for identifying areas of non-compliance with institutional policies, procedures, and the WSU Federal Wide Assurance. They are authorized to suspend or terminate a protocol and may recommend to the institution additional sanctions against an individual who has failed to comply with federal regulations, state and local law, and institutional policies and procedures.

Our Dedicated WSU IRB Members:

WSU has five IRBs that are comprised of volunteer members from the research community and local, non-scientist community. Members serve a one to three year term and each committee has a Chair. Committees meet once a month, except for PH1 which meets weekly. We welcome inquiries from people who are interested in learning more about becoming an IRB member. To learn more about how

to be considered for membership, please contact the Associate Director of IRB Administration (313) 993-7155.

Helpful IRB Resources:

1) IRB Handbook for Investigators

The IRB Website has a comprehensive [Handbook for Investigators: A Guide to the IRB and Human Research Protection Program](#). This handbook is designed to provide comprehensive direction and walk you through everything you need to know to gain approval from the WSU IRB to begin your research.

2) IRB Resources and Helpful Tools

The IRB website has the [on-going training calendar](#) (1 a week), helpful tools, resources and documents, policies, and helpful links to federal agencies:

<http://www.irb.wayne.edu/education.php>

We also have a *The Steps for Getting IRB Approval for Students Conducting Research* document on the Education page of our website.

3) Join the WSU IRB Info Listserv

Join the listserv for all researchers and research staff using the WSU IRB. This listserv provides a means for us to occasionally share information, changes to forms and policies, advertise training opportunities, share answers to questions, etc., with the research community.

It is easy to join: To subscribe send a blank e-mail to irb-info-subscribe-request@lists.wayne.edu. Be sure to *confirm the reply e-mail*. To unsubscribe at any time, send an e-mail to irb-info-signoff-request@lists.wayne.edu. To send a message to all of the people currently subscribed to the list, just send an mail to irb-infor@lists.wayne.edu

There is also a listserv for the [Study Coordinators' Advisory Committee](#) (SCAC). See the WSU IRB website for details. The SCAC aspires to provide guidance, networking and mentoring to study coordinators under the auspices of WSU IRB.

On-Going IRB Training:

On-Going IRB Training: The IRB administration staff provide optional formal and informal instruction for investigators and their staff on completing forms and related issues pertinent to IRB business during normal University business hours. Formal instructional sessions are offered weekly at a variety of times and locations. Training sessions can be requested for groups at your location upon request.

Mandatory On-line CITI Training: To be in compliance with Public Health Service regulations and institutional policy, the principal investigator and all key personnel must provide evidence of training on research best practices and institutional policies and procedures for protecting human research participants. The University uses an external on-line training program from the Collaborative

Institutional Training Initiative (CITI) that meets federal guidelines. This on-line training program can be completed at any time and is available at:

- Collaborative Institutional Training Initiative (CITI)
<https://www.citiprogram.org>

Here are a step-by-step instructions from the IRB website to using CITI and a more detailed guide that shows screen shots: [CITI Training Step-by-Step](#) [CITI Detailed Guide](#)

For funded research, the investigator and/or SPA must notify the granting agency that he/she and all key members of his/her staff have completed the training modules. This documentation is generally provided at the same time that SPA provides documentation that IRB review and approval has been conducted for the proposed research project.

IRB Forms and Deadlines:

Always download the forms from our website for the most recent version. The website <http://irb.wayne.edu/> contains the forms (exempt, expedited, and full review) and the full board review deadline info for each committee. Protocols eligible for exempted or expedited review may be submitted at any time.

Federal Wide Assurance and the IRB Policies and Procedures:

Directions to our Federal Wide Assurance, the Belmont Report, federal regulations, and all WSU policies and procedures for the IRB are available on the IRB website.

The IRB Administration Office:

The IRB Administration Office staff are available to assist and answer any questions you have along the way. The IRB Administrative Office is located at 87 E. Canfield, 2nd Floor, Detroit, MI 48201 (between John R. & Woodward). All documents and procedural inquiries may be directed to this office. Hours of Operation: 8:30 am to 5:00 pm (closed from 12:00 to 1:00 PM daily). Phone: (313) 577-1628 Website: The website <http://irb.wayne.edu/> has a host of information, resources, tools, trainings, a handbook, listserv, policies, and the forms needed to submit to the IRB.

Animal Subjects in Research

Institutional Animal Care and Use Committee

WSU's Institutional Animal Care and Use Committee (IACUC) oversees all research and teaching protocols involving live vertebrate animals that are conducted under the auspices of WSU and/or its affiliated institutions (e.g. Barbara Ann Karmanos Cancer Institute, John D. Dingell Veterans Administration Medical Center). In cooperation with research scientists and veterinarians, the IACUC ensures that all such protocols are designed and carried out in a humane manner and comply with all applicable laws, policies and guidelines. WSU's program is accredited by the Association for Assessment and Accreditation of Laboratory Animal Care International (AAALAC).

The IACUC at WSU is composed of research scientists, veterinarians, non-scientists and at least one individual from the local community who is not affiliated with WSU. All members of the Committee are appointed by the Assistant Vice President for Research who serves as the Institutional Official.

IACUC Protocol Submission and Approval

Animals cannot be used in research or teaching until a protocol is approved by the IACUC. The Investigator cannot begin work until he/she receives a written approval letter from the IACUC's Administrative Office.

The IACUC typically meets on the fourth Wednesday of every month; protocols must be submitted via email to the IACUC Administrative Office (IACUC@wayne.edu) four weeks prior to the meeting for veterinary pre-review. More information on this process, along with application forms are posted on the website (<http://www.iacuc.wayne.edu/>). Step-by-step instructions for submitting a new protocol are also available on the website.

IACUC Training Requirements

- Prior to **submission**, the IACUC requires that all personnel listed on a protocol complete the required online training through the Collaborative Institutional Training Initiative (CITI) (www.citiprogram.org).
- Prior to protocol **approval**, personnel must complete the Division of Laboratory Animal Resources (DLAR) species-specific training and, when applicable, DLAR aseptic technique training (<http://dlar.wayne.edu/>), as well as all appropriate Office of Environmental Health and Safety (OEHS) training sessions (<http://www.oehs.wayne.edu/>).

Specific details regarding IACUC training requirements can be found on the IACUC website (<http://iacuc.wayne.edu/education-training.php>)

If a Sponsor requires documentation of the completion of mandatory IACUC training, Sponsored Program Administration (SPA) will send a letter confirming that training has been completed by the Principal Investigators, Co-Investigators and all Key Personnel.

IACUC Protocol Annual Review and Renewal

Animal protocols can be approved for a period not to exceed three years, contingent on annual review. The Investigator is notified by the IACUC Administration Office when a protocol is due for annual review. It is the responsibility of the Investigator to submit the appropriate information to obtain continued approval from the Committee. After three years, a **new** protocol application must be submitted to the Committee for full review. To facilitate the application process for ongoing projects/renewals, the IACUC Administration Office notifies the Investigator a few months prior to the expiration date. Failure to obtain approval for research or teaching activities that are intended to continue beyond the expiration date will result in termination of all research or teaching activities covered by the expired protocol until a new protocol has been approved.

IACUC Compliance and Regulations

The IACUC is responsible for overseeing projects that involve animals to ensure compliance with all WSU, federal and state regulations, guidelines, and policies related to animal care and use. The website contains information regarding the WSU Animal Care and Use Program's regulatory and accreditation information including the PHS Approval Letter of WSU Animal Welfare Assurance, USDA inspection information as well as dates of previous AAALAC site visits. Relevant links to federal regulations,

documents, and guidelines are also included on the IACUC website (<http://iacuc.wayne.edu/helpful-links.php>).

SPA is responsible for notifying granting agencies that research projects involving animals have been approved by the IACUC. The Principal Investigator is responsible for submitting the animal protocol to the IACUC Office with enough time for the IACUC to complete its review and give final approval to the research project. The Principal Investigator is responsible for providing appropriate approval letters to SPA. An account (tentative or permanent) will not be established by SPA until approval by the IACUC has been documented. Agencies other than the National Institutes of Health may require documentation of IACUC review and approval at other times.

IACUC Contact Information

The IACUC Office is located at 87 East Canfield, Second Floor; the telephone number is 577-1629 and general email address is iacuc@wayne.edu. All protocol applications, amendment requests, and related documents should be directed to this Office; detailed submission instructions are included on IACUC forms.

Responsible Conduct of Research

Policy and Procedures Regarding Research Misconduct

Research misconduct includes fabrication, falsification, and plagiarism when proposing, conducting, reviewing, or reporting research. Misconduct does not include honest error or honest differences of interpretation of data. Information regarding the policy and procedures for dealing with research misconduct is available at <http://www.research.wayne.edu/misconduct/index.php>. If you have further questions, please contact the University's Research Integrity Officer at 577-9064. Educational modules on research integrity are available on-line through either the IRB or IACUC websites (www.irb.wayne.edu or www.iacuc.wayne.edu).

Conflict of Interest

Wayne State University recognizes that conflicts of interest may exist because of relationships between personnel and members of their immediate family with external parties with which the University conducts business. Where conflict of interest exists, the University seeks to manage, minimize, or eliminate it.

A conflict of interest exists when a staff or faculty member is in a position to influence the University's business, research or other decisions in ways that could lead directly or indirectly to financial gain for the employee or his/her family. This also includes situations that would give improper advantage to others.

Conflict of interest policies are addressed in two University policies, available through WSU's main website (www.wayne.edu). Employees are required to disclose potential conflicts of interest as described in these Policies and complete the required CITI training course on conflict of interest.

The Research Policy on "Individual & Institutional Financial Conflict of Interest and Commitment" further defines the procedures for disclosure and management of conflicts outlined in the University Policy. The Research Policy and the *Financial Conflict of Interest Detailed Disclosure Form* may be found on www.research.wayne.edu/coi.

The University's Financial Conflict of Interest (FCOI) committee consists of faculty members from different disciplines from across the University, as well as representatives from University administration. The FCOI Committee meets quarterly, but will be convened more frequently if needed. For situations involving minimal to moderate conflicts of interest, a subcommittee of the FCOI Committee meets as often as necessary to review these in a timely manner. The FCOI Committee's Coordinator is located at 5057 Woodward, 2nd floor. The telephone number is 577-1862 and the fax number is 577-0384.

Export Control Regulations

Federal Export Control Regulations are statutes and laws set forth by the U.S. Departments of Commerce, State and Treasury to control and regulate the export of certain technical data, equipment, technology, software, and other items. These regulations are broad and difficult to manage on an individual basis, therefore, WSU's Export Control Compliance Program assists PIs and other individuals involved in research or other University activities in understanding and managing compliance issues in this area. Concerns may arise in a variety of situations, such as the transfer of certain materials to another country or to foreign nationals on US soil (considered a "deemed export"); restrictions on foreign nationals in research laboratories; publication restrictions; and other activities. The primary goal of the Export Control Office is to ensure full compliance with statutory and regulatory requirements. Failure to comply with these regulations can result in severe criminal and civil penalties against individuals and/or Wayne State University.

The U.S. Department of Commerce through the Export Administration Regulations (EAR) controls the export of research items appearing on their Commerce Control List (CCL). These research items are developed for "dual-use", that is legitimate civilian use, but could also provide information that could be harmful to the public, national security or nuclear proliferation should it be misused. The U.S. Department of State under the International Traffic in Arms Regulations (ITAR) sets forth controls that apply to the export of military and space-related "defense articles" and "defense services." The U.S. Department of State also generates a U.S. Munitions List (USML). These lists assist researchers in identifying research that will require an export license or other government approval, if controlled articles or services are "exported" to a foreign country or a foreign national even if the foreign national resides in the United States. The Office of Foreign Assets Control (OFAC) of the U.S. Department of the Treasury administers and enforces economic and trade sanctions based on US foreign policy and national security goals against targeted foreign countries, terrorists, international narcotics traffickers, and those engaged in activities related to the proliferation of weapons of mass destruction (WMD). In certain circumstances, OFAC may also require a license and/or approval for a specific activity.

It is essential that all researchers and members of the Wayne State University community familiarize themselves with these Export Control Regulations and understand their responsibility to determine when these laws apply to their research and other academic activities.

For additional information regarding United States Export Controls, the Office of Research Compliance has provided information at; <http://www.research.wayne.edu/export-control/index.php>. You can also complete CITI Export Control training modules available at: www.citiprogram.org. Please email us at exportcontrol@wayne.edu with any questions or comments, or call the Export Control Office at 313-577-9064.

Wayne State University Institutional Review Board	
Subject	Principal Investigator Roles and Responsibilities
Form Date	February 2, 2009 (Rev. 03/07/11)
Approvals	Steering Committee: Rev. 12/07/06, Initial, All IRBs: 022101 Administrative: 02/27/01 General Counsel 11/20/06, Administrative Approval 12/18/06, Administrative Approval 01/30/09; Administrative Approval 09/30/10, Administrative Approval 03/07/11, Administrative Approval 11/30/11

Background

The Principal Investigator (PI) who accepts responsibility for conducting research with human participants must have the experience, expertise, professional qualifications and the research facilities and resources necessary to ensure that the rights and welfare of the human participants are protected. Although some sponsors recognize Co-Principal Investigators, the Wayne State University (WSU) Institutional Review Boards (IRBs) recognize **only one individual** as the Principal Investigator on any protocols that involve human participants (subjects). All other investigators on the protocol are considered “co-investigators” or “key personnel”.

Scope

This Standard Operating Procedure (SOP) applies to all persons who accept the responsibility as PI in the conduct of research with human participants at Wayne State University and any of its affiliate institutions; this includes faculty, staff, and students.

Definitions

The WSU IRB accepts all of the following definitions as appropriate, depending on the type of human research that is being conducted:

Principal Investigator:

1. The Office of Human Research Protections (OHRP) Guidebook defines Principal Investigator as “the scientist or scholar with primary responsibility for the design and conduct of a research project.”
2. The VA defines a Principal Investigator as any individual who conducts research involving human subjects including, but not limited to, the PI, Co-PI and Local Site Investigator (LSI).” [VHA Handbook 1200.05 3.ss.].

Clinical Investigator:

According to the Food and Drug Administration (FDA), a clinical investigator is defined as “an individual who actually conducts a clinical investigation (i.e., under whose immediate direction the test article is administered or dispensed or used involving a subject) or, in the event of an investigation conducted by a team of individuals, is the responsible leader of that team” [21 CFR 56.102(h)].

Responsibilities of the Principal Investigator

The Study Design:

1. Develop a research plan that is: (a) scientifically valid, (b) consistent with sound research design, (c) minimizes risks to human participants, and (d) includes a data safety monitoring board when required by the National Institutes of Health, FDA, or IRB.
2. Ensure that all facilities and resources necessary to protect participants are present before conducting the research study.
3. Maintain oversight of the research protocols and research staff. The PI’s signature on forms submitted to the IRB certifies that he/she has reviewed all of the submitted information and affirms that it is accurate to the best of his/her knowledge.

Laws, Regulations, Ethical Standards and Internal Policies:

1. Conduct the study in accordance with: (a) The protocol as approved by the WSU IRB, (b) Ethical standards (e.g., the Belmont Report, the Declaration of Helsinki), (c) Applicable federal regulations (45 CFR 46.160 and 164, 38 CFR 16, 21 CFR 50 and 56), (d) Applicable state and local laws (45 CFR 46.102 and 116, 38 CFR 46.118, 38 CFR 16.402, 28 CFR 50 and 56), (e) Good Clinical Practice guidelines, (f) The signed agreement/contract between the study sponsor and the PI, and (g) All WSU internal IRB policies, standard operating procedures and any conditions of approval imposed by the IRB.
2. For research sponsored by the **Department of Defense** (DoD), please see federal regulations 32 CFR 219 and DoD Directive 3216.02, and 45 CFR 46 subpart A.
3. For research sponsored by the Environmental Protection Agency (EPA), see 40 CFR 26 Subparts C and D.
4. For research conducted by **VA investigators**, please see VHA Handbook 1200.05 Paragraph 9.
5. For international research, please see the IRB Policy “International Research” available on the IRB website.
6. For research sponsored by the **Department of Energy** (DOE), investigators are required to follow DOE requirements for the protection of personally identifiable information by completing and complying with the requirements of the “Checklist for IRBs to Use in Verifying that Human Subject Research Protocols are in Compliance with DOE Requirements.”
7. For research sponsored by the **U.S. Department of Education**, access to instructional material used in a research or experimentation program must meet the following requirements:
 - a. All instructional material—including teachers’ manuals, films, tapes, or other supplementary instructional materials—which will be used in connection with any research

- or experimentation program or project must be available for inspection by the parents or guardians of the children engaged in such research.
- b. Research or experimentation program or project means any program or project in any research that is designed to explore or develop new or unproven teaching methods or techniques.
 - c. Children are persons enrolled in research not above the elementary or secondary education level, who have not reached the age or majority as determined under state law.

Training:

1. Successful completion of the IRB's responsible conduct in research on-line training program - the Collaborative Instructional Training Initiative (CITI).
2. Ensure that all members of the research team are adequately trained and have successfully completed the IRB training modules in human research protection, health information privacy and responsible conduct in research.
3. Understand that the PI maintains ultimate responsibility for conducting interviews and obtaining consent from participants. Delegation of these duties can only be given to an individual(s) (i.e., co-investigator or key personnel) appropriately trained for this activity – including mandatory on-line training.

Conduct of the Study:

1. The PI will conduct the study according to the signed protocol, the investigational plan and all pertinent regulations.
2. Obtain legally effective informed consent from participants or their legally authorized representative.
3. Ensure that the currently approved version of the consent form is being used for all participants, and that it is appropriately documented.
4. Recruit participants in a fair and equitable manner, weighing the potential risks and vulnerability of the participants with the potential benefits of the research.
5. Ensure that the availability of medical care for research-related injuries is clearly defined in the contract/agreement for sponsored research. Information regarding available medical care and whom to contact for further information must be clearly stated in the informed consent document.
6. In VA studies the PI is responsible for informing Pharmacy Service that the IRB and Research and Development Committee approval has been obtained.
7. Maintain complete records and documentation appropriate to the type of research and the study population per Good Clinical Practice guidelines.
8. Ensure that response to participant complaints or requests for information are addressed in a timely manner.
9. Monitor the safety and well-being of all research participants and remain current on literature related to the research study.
10. Submit a Closure Form at completion of the study (see IRB Policy on Continuation/Renewal of a Research Protocol and Closure).
11. For VA studies the PI must inform the Chief, Pharmacy Service, and the Research and Development Committee when a study involving investigational drugs has been terminated.

12. A qualified physician (or dentist, when appropriate), who is an investigator or co-investigator for the clinical trial, is responsible for all clinical trial-related medical (or dental) decisions.
13. During and following a participant's participation in a clinical trial, the investigator ensures that adequate medical care is provided to a participant for any adverse events, including clinically significant laboratory values, related to the clinical trial.
14. The investigators must inform participants when medical care is needed for other illnesses of which the investigator(s) become aware
15. The investigator must follow the clinical trial's randomization procedures, if any, and ensure that the code is broken only in accordance with the protocol. If the clinical trial is blinded, the investigator must promptly document and explain to the Sponsor any premature unblinding.

Reporting Responsibilities:

1. Submit all protocol modifications or amendments to the IRB. No changes can be initiated by the PI prior to receiving IRB approval **unless** immediate changes are required in order to prevent harm to the participants or others.
2. Submit a protocol amendment upon notification of a change to the protocol. If these changes involve a change in risks or benefits to participants this should be reported to the IRB as soon as possible. Examples include: (a) An interim analysis indicates that participants have a lower rate of response to treatment than initially expected, (b) Safety monitoring indicates that a particular side effect is more severe or more frequent than initially expected, (c) A breach of confidentiality, (d) A change in FDA labeling or withdrawal from marketing of a drug, device or biologic used in a research protocol, (e) Incarceration of a participant in a protocol not approved to enroll prisoners, (f) An event that requires prompt reporting to the sponsor, (g) A protocol violation (meaning an accidental or unintentional change to the IRB approved protocol) caused harm to participants or others or indicates that participants or others are at increased risk or harm, and (h) Sponsored imposed suspension for unacceptable risk.
3. Promptly report to the IRB any unanticipated events or adverse reactions involving risks to participants or others in accordance with the IRB Policy and SOP (see IRB Policies "Reporting Unexpected Problems, Suspensions, and Terminations, Serious and Continuing Non-Compliance and the Institutional Official's Responsibilities" and "Unexpected Problems" for examples and reporting time frames). Because full board review and approval of an amendment that alters the risk/benefit ratio of a protocol involves a time lag between submission, review, and final approval, any added risks must be communicated to existing participants and to any new enrollees **prior** to IRB approval of the change. In this case, documentation must be placed in the research record that each participant was notified about the change in risk and the exact information that was given to each (see the IRB SOP "Amendments to the Research Protocol and Informed Consent Documents" for examples of when a participant must be made aware of changes).
4. Report progress of the research at intervals as determined by the IRB, **but not less than once per year**.
5. Report any (COI) involving the PI, co-investigators or key personnel to the Conflict of Interest Coordinator (see IRB Policy/Procedure, "Conflict of Interest Policy and Procedure").

Responsibilities of the PI in Drug and Device Studies:

1. Ensure that the investigation is conducted according to the signed investigator agreement, the investigational plan, and applicable regulations [per FDA regulations 21 CFR 312.60 (drugs) and 21 CFR 812.100 (devices)].
2. Retain records required for an investigational **drug** study in accordance with 21 CFR 312.62, and for an investigational **device** study in accordance with 21 CFR 812.140(d) (Refer to SOP's on "Investigational Drug Studies/Investigational Device Studies").
3. Prepare and maintain adequate and accurate case histories that record all observations and other data pertinent to the investigation on each participant who receives an investigational drug or device (including those employed as a control in the research study). For example, the case history should include: (a) Signed and dated consent forms **and** documentation that the informed consent was obtained **prior** to beginning any study activities, (b) All history and physical exam results, (c) Laboratory and other diagnostic exams, (d) Progress notes, (e) Nursing notes and (f) Other appropriate documents.

Drugs:

1. The PI shall supply the investigational drug only to participants enrolled in the study, or those research personnel who are designated to supply the investigational drug to the participants (21 CFR 312.61 and 62). The PI must ensure that the study drug will be administered only to participants enrolled in the study and under the PI's supervision or by research personnel responsible to the PI.
2. Maintain records of (a) drug disposition – including dates, quantity, and use by participants, (b) who dispensed the drug, (c) where the drugs are stored and (d) if the drug is to be returned to the sponsor or destroyed [as well as the methods and timing for doing so (21 CFR 312.62)].
3. Report all adverse events and unexpected problems to the IRB in accordance with the IRB Policy and SOP "Reporting Unexpected Problems, Suspensions and Terminations, Serious and Continuing Non-Compliance and the Institutional Official's Responsibilities".
4. When the Investigator holds the IND or IDE, the PI assumes the functions of the Sponsor. The PI is knowledgeable about the additional regulatory requirements of sponsors and follows them (see IRB Policy "Investigator Initiated Research").

Devices:

1. The PI shall permit an investigational device to be used only with participants under the investigator's supervision. A PI shall not supply an investigational device to any person not authorized to receive it (per FDA, OHRP, VA, and sponsor contract).
2. Record the: (a) receipt, use, or disposition of the device, (b) type and quantity of the device, (c) date of receipt, and (d) batch number or code mark for the device.
3. Record the: (a) names of all participants who receive the device, (b) the names of all persons (i.e., co-investigators or other key personnel) who used, or disposed of each device, (c) the number and reasons for returning the device to a sponsor (e.g., repair), and (d) The method of disposal (21 CFR 812.140).
4. Report all unexpected problems and adverse events relative to the investigational device. This would include: (a) Any serious effect on health or safety, (b) Any life-threatening problem or death

caused by or associated with the investigational device (i.e., if that effect, problem, or death was not previously identified in nature, severity or degree of incidence in the investigational plan or application).

5. Report any other unanticipated serious problem associated with the investigational device that relates to the rights, safety, or welfare of participants in accordance with the IRB Policy and SOP "Reporting Unexpected Problems, Suspensions and Terminations, Serious and Continuing Non-Compliance and the Institutional Official's Responsibilities".
6. Upon completion or termination of a clinical investigation or the investigator's part of an investigation, or at the sponsor's request, an investigator shall return to the sponsor any remaining supply of the device or otherwise dispose of the device as directed by the sponsor [21 CFR 812.110(e)].

Resources from the WSU IRB Administration Office

The IRB Administration Office
87 East Canfield Street, 2nd floor

(313) 577-1628
www.irb.wayne.edu

Handbook for Investigators: A Guide to the IRB and Human Research Protection Program

The *Handbook for Investigators* is designed to provide comprehensive direction and assistance to faculty, staff, students or other personnel who are conducting human participant research at Wayne State University or any of its affiliated institutions. Download your copy today! This document is located on the IRB's website at: www.irb.wayne.edu

Join the WSU IRB Info Listserv: irb-info@lists.wayne.edu

The WSU IRB Administration Office has created a listserv for all researchers and research staff using the WSU IRB. This listserv provides a means for us to occasionally share information, make announcements, advertise the training calendar, share answers to questions, etc. with the research community.

It is easy to join:

To subscribe send a blank e-mail to irb-info-subscribe-request@lists.wayne.edu. Confirm the reply e-mail. To unsubscribe at any time, send an e-mail to irb-info-signoff-request@lists.wayne.edu. To send a message to all of the people currently subscribed to the list, just send an mail to irb-info@lists.wayne.edu

Check Out Our Website: www.irb.wayne.edu

Our Website has the training calendar, **forms**, **helpful tools** and documents, policies, and helpful **links** to federal agencies. Always download the forms from our website for the most recent version.

Join the WSU Study Coordinators' Advisory Committee

Are you a researcher or research staff person? Join the Study Coordinator' Advisory Committee (SCAC)! The listserv for the Study Coordinators' Advisory Committee lets research staff and researchers from WSU and it's affiliates share information, make announcements, ask questions, share answers, etc. with each other.

It is easy to join: To subscribe to the listserv send a blank e-mail to scac-subscribe-request@lists.wayne.edu To send a message to all of the people currently subscribed to the list, just send mail to scac@lists.wayne.edu

To learn more about SCAC, visit their website at: http://irb.wayne.edu/study_coord_adv_comm.php



What to Include in a Research Proposal/Protocol When Submitting for IRB review

Most formats for research proposals, theses, dissertations or grant submissions will be accepted. **However, please do not submit lengthy documents.** If you do not have a short written proposal, or if you need submit an abbreviated version of a dissertation, the following elements should be provided as your research proposal. This document should accompany the completed IRB form(s).

1. **Background** - The rationale for the study (e.g. a literature review that provides a foundation for doing the study)
2. **Objectives/Aims** - An explanation of the purpose for conducting the study. What research question the study will attempt to answer.
3. **Participant Population/ Data Characteristics** (if applicable) - A description of the Inclusion Criteria (criteria that must be met to be included in the research) and Exclusion Criteria (criteria that if met will be excluded from the research).
4. **Methodology** - Should include:
 - a. Description of how the study will be conducted
 - b. Description of the data collection methods
 - c. A plan for data analysis, including descriptions of:
 - i. How many participants/records are needed based on a statistical rationale for the effect/size (e.g., power calculation)
 - ii. Any intended statistical plan based on the primary and secondary objectives of the study
 - iii. The Data and Safety Monitoring Plan (can apply for behavioral research, but more typically applicable for medical research with an intervention. Refer to Protocol Summary Form to determine if this is required for your study).
 - iv. Any literature citations supporting the methodology
5. **Reference List** - Citations for any literature/publications used for the proposal

Division of Laboratory Animal Resources (DLAR)

www.dlar.wayne.edu

Wayne State University is committed to ensuring that all research and teaching protocols using live animals are designed and carried out in a humane manner that complies with all laws, policies, and guidelines. Oversight of the laboratory animal care and use program is the joint responsibility of the Division of Laboratory Animal Resources (DLAR) and the Institutional Animal Care and Use Committee (IACUC). DLAR provides the animal husbandry and veterinary care for all animals at WSU and John Dingell Veteran's Administration Center, and offers training courses and technical assistance. Animal purchases must be placed through the DLAR Business Office. WSU is accredited by the Association for the Assessment and Accreditation of Laboratory Animal Care, International.

KEY DLAR PHONE NUMBERS

Senior Director and Attending Veterinarian - Dr. Lisa Brossia-Root.....	993-6790, Lisa.brossia@wayne.edu
Business Manager	577-1418
Animal Ordering/Business Office	577-1107 (577-5890 fax)
Veterinary Technical Services	993-4005 or 577-8351
Veterinary Surgical Services.....	577-1236
Manager of DLAR Husbandry (Animal Care Staff)	577-1452
Manager of DLAR Facilities and Equipment.....	577-5824
Training (animal handling, surgery, special procedures, etc.)	577-1343
Reservations for Training Classes.....	see DLAR webpage
(See IACUC required rodent training below)	
Veterinary Technology Program (Academic)	577-1156

Interdepartmental mail sent to the DLAR offices listed should go to Room 5116, 259 Mack Avenue, Eugene Applebaum College of Pharmacy and Health Sciences (EACPHS) Building. DLAR conducts Institutional Animal Care and Use Committee (IACUC) required training sessions in Room 5450.1 of the same building. Parking for visitors is available in parking structure # 7 at John R and Mack Avenue. The DLAR web page is: <http://www.dlar.wayne.edu/>. The IACUC web page <http://www.iacuc.wayne.edu/> is also of key importance to users of animals in research and education programs.

Suggested Websites:

Wayne State University Institutional Animal Care and Use Committee: <http://www.iacuc.wayne.edu>

Wayne State University Division of Laboratory Animal Resources: <http://www.dlar.wayne.edu>

Wayne State University Office of Environmental Health and Safety: <http://www.oehs.wayne.edu>

Office of Laboratory Animal Welfare (OLAW), National Institutes of Health: <http://grants.nih.gov/grants/olaw/olaw.htm>

The OLAW website has links to a broad range of issues related to laboratory animal care and use including how to properly prepare an animal research protocol that will meet requirements of federal regulations and policies.

**Division of Laboratory Animal Resources
259 Mack Avenue/Room 5116
Detroit, MI 48201 (313) 577-1107
(313) 577-5890 fax**

Institutional Veterinary Care and Laboratory Animal Care and Use Program

Wayne State University (WSU) and the John D. Dingell Veterans Affairs Medical Center (DVAMC) are jointly accredited by the Association for Assessment and Accreditation of Laboratory Animal Care International (AAALAC). The Division of Laboratory Animal Resources (DLAR) staffs and manages all animal facilities. Veterinarians who are either board certified by the American College of Laboratory Animal Medicine (ACLAM) or the American College of Veterinary Pathology (ACVP) are included on the staff of veterinarians serving the laboratory animal care and use program. Licensed Veterinary Technicians (LVT's) also provide animal husbandry, technical assistance, and training assistance. Many of the veterinary technicians and supervisory staff also hold certification by the American Association of Laboratory Animal Science (AALAS). The laboratory animal care and use program conforms to the 8th edition of the National Research Council's *Guide for the Care and Use of Laboratory Animals*, revised in 2011. At Wayne State University, our Institutional Animal Care and Use Committee (IACUC) is comprised of over 15 members. The IACUC is structured and operated in accord with NIH's Office of Laboratory Animal Welfare (OLAW) *Public Health Service Policy on Humane Care and Use of Laboratory Animals*. The NIH animal welfare assurance number for WSU and the DVAMC's laboratory animal care and use program is A3310-01. The United States Department of Agriculture (USDA) registration number is 34-R-014. AAALAC accreditation unit number is 000393.

Training Requirements for Research using Animal Models

IACUC protocol applications are submitted to the IACUC office, which then assigns the protocols to veterinarians for pre-review. The veterinarian provides consultation to the PI on the planned animal procedures. After satisfactory completion of the veterinary pre-review, the protocol is assigned to primary and secondary reviewers prior to the monthly IACUC meetings. Training must be completed prior to protocol approval.

The following list details the training required for persons involved in the conduct of animal-based research. The extent of training required will vary according to the nature of the research. The listing also includes guidance on how to enroll in the occupational medicine program and obtain veterinary consultations for projects.

RESPONSIBLE CONDUCT in RESEARCH ON-LINE TRAINING PROGRAM MODULES: Required training for PI, Co-PI, Faculty Advisor, and all personnel on protocol. Training modules can be accessed on website <http://www.iacuc.wayne.edu>. The university and the John D. Dingell VAMC use training modules developed by the Collaborative Institutional Training Initiative (CITI).

SPECIES SPECIFIC TRAINING: Requirement for PI and each person working with animals on IACUC approved protocols. For further information on scheduling training involving mice and rats, visit the DLAR website at <http://www.dlar.wayne.edu/training.php>. For other species call the DLAR Veterinary Technical Services at 577-1343.

DLAR RODENT SURGERY TRAINING: Requirement for PI and each person working with rodents (mice, rats, hamsters, gerbils, guinea pigs) in projects involving survival rodent surgery. For further information, visit the DLAR website at <http://www.dlar.wayne.edu/training.php>.

VETERINARY CONSULTATION: According to the federal Animal Welfare Act, a veterinarian must be consulted to assist in the planning of procedures that will involve pain or distress that is more than momentary or slight. This is required if animal procedures are in USDA CATEGORY "D" or "E". Animal research protocols must be submitted to the IACUC Office for assignment to a veterinarian for electronic pre-review of animal procedures. After a review of animal procedures is accomplished with appropriate revisions done by the PI, if needed, the protocol will be assigned to primary and secondary non-veterinary reviewers prior to full committee action or review. Call any one of the following veterinarians if advice or information is needed: Dr. Lisa Brossia-Root, 993-6790; Dr. Tara Cotroneo, 577-1405; Dr. Elizabeth Dawe, 577-1236 (for large animal surgical models).

Suggested Websites:

Wayne State University Institutional Animal Care and Use Committee: <http://www.iacuc.wayne.edu>

Wayne State University Division of Laboratory Animal Resources: <http://www.dlar.wayne.edu>

Wayne State University Office of Environmental Health and Safety: <http://www.oehs.wayne.edu>

Office of Laboratory Animal Welfare (OLAW), National Institutes of Health:
<http://grants.nih.gov/grants/olaw/olaw.htm>

The OLAW website has links to a broad range of issues related to laboratory animal care and use including how to properly prepare an animal research protocol that will meet requirements of federal regulations and policies.

Below information requires OEHS Review and Approval

OCCUPATIONAL HEALTH and SAFETY () Program: PI and all personnel on an IACUC protocol must be enrolled. An Animal Contact Occupational Health Services Risk Assessment Questionnaire must be submitted to Office of Environmental Health and Safety. Questionnaire (Form 1080) can be downloaded from website <http://www.oehs.wayne.edu>. See forms link. Call Occupational Health Specialist at 577-5917 if you have questions.

OSHA LABORATORY STANDARD TRAINING: Requirement for PI and each person on approved IACUC protocol. Must be taken once. To register, visit the Office of Environmental Health and Safety (OEHS) website at <http://www.oehs.wayne.edu>.

OSHA LABORATORY STANDARD-HAZARDOUS WASTE and EMERGENCY PROCEDURES: Required annually for PI and all persons on protocol if hazardous waste will be generated. See Office of Environmental Health and Safety web site for information. <http://www.oehs.wayne.edu>

OSHA BLOODBORNE PATHOGEN STANDARD/BIOSAFETY TRAINING: Required annually if IACUC protocol involves the use of **any** human tissue, blood, body fluids, cell line of human origin, or animals infected with human pathogens. Required for PI and all persons involved with protocol. To register see Office of Environmental Health and Safety web site <http://www.oehs.wayne.edu>.

IRRADIATION TRAINING (Users of Radiation Generating Equipment): Required annually for all protocols that involve the use of irradiation procedures or the use of radiation generating equipment. Required for PI and all persons involved with protocol. Training is taken on line. To obtain training see the Office of Environmental Health and Safety website <http://www.oehs.wayne.edu>.

RADIOISOTOPE TRAINING (Material Users and Buyers): Required for PI and all persons on protocol if there is use of radioisotopes. Refresher classes are required annually and are completed on-line. For information on this training see <http://www.oehs.wayne.edu>.

Protection from Research Risks

Environmental Health and Safety

The Office of Environmental Health and Safety (OEHS), located at 5425 Woodward Avenue/Suite 300, serves the University in the area of biosafety, the control of hazardous materials and the enforcement of public health codes and regulations. The office also provides information, consultation and educational services in these areas. Researchers are provided with up-to-date information on health and safety issues, along with safety training information/ scheduled classes, by visiting the OEHS web page. The OEHS web page may be accessed using the following address: <http://www.oehs.wayne.edu/>.

Health Physics and Radiation Safety

The Office of Environmental Health and Safety's Health Physics staff, located at 5425 Woodward Avenue/Suite 300, administers the Radiation Safety Program, and provides training and support services for authorized users of ionizing radiation and radiation generating equipment. The Health Physics staff may be contacted at 577-1200.

The Wayne State University Radiation Safety Committee establishes rules and policies for the safe and lawful use of ionizing radiation. The Committee provides oversight for the use of ionizing radiation/ radiation generating equipment and grants use authorization to qualified research faculty members. The Committee consists of the Associate Vice President for Research, the Radiation Safety Officer, and authorized users of ionizing radiation/ radiation generating equipment as appointed by the Vice President for Research. All work involving the use of ionizing radiation and radiation generating equipment must first be reviewed and approved by the Radiation Safety Committee.

Radiation Safety Training is required for all faculty, staff and students who wish to work with sources of ionizing radiation and radiation generating equipment at the University. Topics include basic radiation physics, radiation safety procedures, material and machine requisition procedures, radiation detection, contamination control, emergency procedures, record maintenance and waste disposal. Enrollment is free, and further information may be obtained by calling 577-1200 or visiting our web site at <http://www.oehs.wayne.edu/>.

Right-to-Know

The Michigan Right-to-Know Law is designed to provide information to employees and employers exposed to hazardous chemicals in their workplace. The five major areas covered under the law are 1) evaluation of hazardous chemicals; 2) labeling of these chemicals; 3) maintaining Material Safety Data Sheets (MSDS); 4) training of employees; and 5) written Hazard Communication Plan developed by the employer.

OEHS provides training for all individuals who are exposed or potentially exposed to workplace chemicals. The Laboratory Right-to-Know Law applies to all WSU laboratory settings.

The OSHA Laboratory Standard (Right-to-Know Law) is designed to provide information and training and reduce the exposure potential of laboratory workers to laboratory chemicals. The essential component of the OSHA Laboratory Standard is the Chemical Hygiene Plan. This plan requires that all laboratories using particularly hazardous substances have written standard

operating procedures (SOPs) and that all employees in the area must follow them. The purpose of a SOP is to specify precisely how any task involving particularly hazardous substances will be carried out.

For a list of particularly hazardous substances or for training, please contact the Program Coordinator at 993-5702.

Bloodborne Pathogen Program

Exposure to blood and other potentially infectious materials is a concern in the work environment because of the ability of these materials to transmit life-threatening diseases such as Hepatitis B and HIV. The Bloodborne Pathogen Program is a comprehensive law that is designed to protect health care workers and others who may be exposed to blood or other body fluids during the performance of their job duties. Individuals governed by this regulation are eligible for a hepatitis B vaccination at no cost to them.

OSHA has determined that anyone with potential occupational exposure to human blood, tissue, body fluids or other potentially infectious materials is considered to be “at risk” and will be covered by this standard. This includes health care workers, researchers, custodians, public safety officers, athletic trainers, childcare workers and others at risk of potential exposure. For training and for the University Exposure Control Plan, please contact the Program Coordinator at 993-5702.

Institutional Biosafety Committee

WSU’s Institutional Biosafety Committee (IBC) recommends policies, procedures and programs for the safe access, handling and disposal of biological and infectious materials. Regulatory compliance and protection of our personnel, facilities, and other resources are integral to this committee’s work. Policies and procedures to assure safe work practices have been implemented in accordance with the NIH Guidelines for Research Involving Recombinant DNA Molecules (NIH Guidelines) and the booklet Biosafety in Microbiological and Biomedical Laboratories, 5th edition.

The policies developed by this committee are submitted to appropriate administrative offices for approval and implementation. The Environmental Health and Safety Office administers and enforces the policies of the IBC for the University. All faculty or staff members who plan on using recombinant DNA or biohazardous materials for research, teaching, or other activities must submit a user application to the IBC. The Institutional Biosafety Committee will then consider the application at its earliest convenience. Laboratories are inspected on an annual basis by either the Biosafety Officer or the Chemical Hygiene Officer.

For NIH guidelines or IBC Biological Agents User Application forms, please contact the Biosafety Officer at 577-1200.

AniCon

The AniCon (Animal Contact Occupational Health) Program focuses on health issues that pertain to personnel who come in contact with animals used in research. The AniCon Program provides health and safety services (e.g., educational, training, surveillance, monitoring, record-keeping, etc.) to personnel with animal contact. Some of the goals of the ANICON program are: decrease risk (injuries and illnesses) associated with animal research, provide referral, counseling, educational materials and presentations on zoonotic diseases and other infectious diseases, and promote compliance with health and safety regulatory agencies.

All personnel with animal contact must complete a medical risk assessment questionnaire. Depending upon the occupational risks and baseline health status of personnel, the Occupational Health Specialist may refer personnel for medical services and/or provide health and safety consultation. For more information concerning the ANICON program, contact the Occupational Health Specialist for Research at 577-5917.

Material Safety Data Sheets (MSDS)

Material Safety Data Sheets (MSDS) are informational sheets listing the physical properties reactivity, health hazards, environmental impact, etc. of individual chemicals. For MSDS, please contact OEHS at 577-1200 or by fax at 993-4079.

Biological Safety Cabinet and Chemical Fume Hood Certification

Biological Safety Cabinets and chemical fume hoods require yearly certification. The Biological Safety Cabinets (BSC) are certified in accordance with NSF's standard 49. OEHS will repair biosafety cabinets for a nominal fee. For certification of BSCs or chemical fume hoods, please contact the Environmental Health Specialist at 993-7597.

Laser Safety

WSU has established a Laser Safety Program and Laser Safety Committee to help protect laser users and others who may be exposed to potentially harmful laser radiation. Lasers emit non-ionizing radiation that, if uncontrolled, could possibly injure someone more than a mile away. This committee is working with laser users to address real-world safety concerns and develop a user-friendly, effective laser safety program. For more information regarding laser safety, please contact the Laser Safety Officer at 577-9505

Controlled Substances

OEHS provides support for the purchasing, use, inventory/ record keeping, security and disposal of US DEA Controlled Substances (CS) used in university-related research activities. Schedule I through V CS are carefully regulated to prevent misuse and OEHS has been delegated to provide information and support for their proper use. A State of Michigan CS license and federal DEA registration is required for possession of these materials. Go to <http://www.oehs.wayne.edu/> for an overview of the university's CS program. Contact the CS manager at 577-1200 for more information.

Dangerous Goods Shipments

Shipment of research materials may fall under federal and/or international shipping regulations. Common research items that are shipped include: dry ice, biological materials (human, animal, bacterial, viral), chemicals, etc. OEHS provides limited Dangerous Goods (DG) training for certain hazardous materials for you to ship biological substances and dry ice yourself. OEHS personnel are trained to ship all hazardous categories of DG, in compliance with federal and international shipping regulations. If you do not know if the material you're planning on shipping is considered a DG, contact OEHS at 577-1200 for assistance.

Hazardous Waste Disposal

Laboratory personnel are responsible for the collection, segregation, labeling and temporary storage of all hazardous waste generated in their labs. It is also the laboratory's responsibility to notify OEHS at 577-1200 when waste pick up is needed. OEHS will provide containers, tags and guidance to all laboratory personnel concerning hazardous waste disposal. For more information, please contact the Hazardous Materials Manager at 577-1200 or online at <http://www.oehs.wayne.edu/oeh&s/hazwaste.htm>.

Electronic Waste

OEHS provides instruction to properly and safely dispose of unwanted laboratory electrical equipment, such as: centrifuges, incubators, water baths and other cord and plug equipment. Electronic waste (e-waste) is processed by OEHS and the university's Business Operations to be disposed of responsibly. All equipment leaving the lab for disposal must be decontaminated and/ or free of any hazardous agents (chemical, biological, radiological) before it is scheduled to be removed. OEHS also assists in the disposal of other e-waste, such as: computers, monitors, printers, microwaves, and other types of work equipment. Contact the Hazardous Materials Manager at 993-7655 for further information.

Note: Refrigerators and freezers (or any other piece of equipment that has a compressor containing Freon/refrigerant) must be called into Facilities Planning and Management (577-5307) to schedule its disposal. Equipment must be decontaminated and/or free of any hazardous agents prior to pick-up.

Director	577-1200
Hazardous Materials Manager/ Associate Director	993-7655
Environmental Health and Safety Manager/ Associate Director.....	993-7679
Health Physicist/ Radiation Safety Officer	577-0019
Assistant Radiation Safety Officer.....	577-9505
Biosafety Officer	577-1200
Program Coordinator (Training)/ Env. Health Specialist	993-5702
Chemical Hygiene Officer.....	993-6614
Environmental Health Specialist.....	993-7597
Hazardous Materials Specialist.....	993-7676
Compliance Officer	993-7678
Occupational Health Nurse Specialist.....	577-5917

Training Courses Offered by the Office of Environmental Health and Safety

The Office of Environmental Health and Safety (OEHS) provides a number of important, and required, safety training courses to improve your understanding of laboratory safety that is relevant to chemical hazards, biological hazards and radiation/ radioactive hazards, among others. Training is geared to educate researchers and their staff on safe laboratory practices and procedures, and to meet the requirements of Federal Regulations including Michigan Occupational Safety and Health Administration (MIOSHA), Nuclear Regulatory Commission (NRC), US Department of Transportation (USDOT) and Michigan Department of Natural Resources and Environment (DNRE). The overall objective is to train and educate you and your staff on the risks associated with various research projects and the measures that can be taken to perform the work safely.

Below is an overview of courses available. A complete list can be found at www.oehs.wayne.edu. Class schedules are regularly updated on our OEHS website.

***OSHA Laboratory Standard**

This training addresses laboratory chemical safety issues and is required for all laboratory workers and other employees who are expected to work in a lab from time to time. Topics that are covered include: contents of the OSHA Lab Standard, lab audit process, WSU Chemical Hygiene Plan, physical and health hazards of chemicals, safe handling and storage of chemicals, MSDSs, personal protective equipment, safety and emergency equipment in labs.

***Hazardous Waste/Emergency Procedures**

This course describes WSU-specific waste management (collection and disposal) policies and what to do in case of a laboratory emergency. The course is required by state law (Michigan DNRE) for any lab that generates a hazardous waste (solid, liquid, chemical, biological, radioactive). University-specific emergency procedures are also discussed. Topics include: spill response procedures, evacuation procedures and emergency response to accidents/ injuries. Training is required annually.

***Laboratory Safety Training** is a 2 hour class that combines the former OSHA Laboratory Standard and Hazardous Waste & Emergency Procedures classes. This is **required** for all laboratory employees, including new hires and those who have never taken the classes before.

Annual Hazardous Waste Refresher Training is now online!

If you have already taken the Hazardous Waste & Emergency Procedures training at least once in the past, you may now complete the annual refresher online.

Basic Radiation Safety Training

Required for all users of radioactive material users; covers basic concepts of what is radiation, effects of radiation, types of radiation, annual dose limits, ALARA Policy, radiation instruments, radiation monitoring devices, postings, and radioactive waste policy and procedures.

Basic Radiation Safety Training Refresher Training

Required annually for the duration of your research using radioactive materials.

Radiation Generating Machine Training

Required for all persons operating various X-ray equipments including X-ray machines, bone densitometers, electron microscopes, X-ray diffraction units and fluoroscopes. Safety topics include X-ray production concepts, shielding, protection from exposure, and dose limits.

Irradiator Specific Training

Required for all persons operating an irradiator or being present while the irradiator is in use; Training involves discussing requirements of unescorted access, security features, radiation protection, interlock systems, related regulations.

Radiation Safety Awareness Training

Required for researchers who work in shared radioactive work approved lab spaces, but may not directly work with radioactive material. Covers general topics of radiation and postings.

Biosafety/Blood borne Pathogen Training

Required for person working with human blood, human tissues, human fluids, human cell lines, biological toxins, recombinant DNA/ viral vector systems and any pathogenic or infectious materials. Training is required annually.

Laser Safety Training

Required for all users of Class III b and 4 lasers; covers laser theory, applications, creating standard operating procedures, evaluating hazards, and guidelines to using eye protection.

Shipping Dry Ice and Biological Substances Category B Training

This training is for labs that ship any materials on dry ice, and certain biological materials, including human samples. Untrained personnel are not permitted to ship these materials, so this shipping must be done through the OEHS if you don't have a trained person in your lab.

GENERAL SUPPORT FOR FACULTY, STAFF AND STUDENTS

COS Pivot and WSU ResearchConnect

What is COS Pivot?

For years, COS has been recognized around the world for its coverage and inclusion of funding from a wide variety of sources as well as its access to the world's research community.



Now, Pivot provides Research Administrators, Research Development Professionals, and individual faculty members the edge—by bringing together the right research opportunities, funding, and people—quickly and easily. It provides global and local connections that strengthen research by exploring new avenues for funding and collaboration—for faculty, staff researchers, and graduate students.

Built from the ground up, Pivot combines the best of what customers love in world-renown COS Funding Opportunities and COS Scholar Universe with intelligent mapping features that expedite funding discovery, dissemination, and collaboration. With Pivot, connecting the right opportunities with the right people is routine.

Pivot is a power tool that:

- Provides access to the most comprehensive global source of funding opportunities—totaling billions of dollars and growing
- Identifies researcher expertise from within or outside of your organization from millions of profiles from leading research organizations worldwide
- Fosters collaboration by cultivating essential partnerships and alliances
- Enhances communication, monitoring, and tracking amongst individual faculty, teams, or researchers and the Research Development office
- Allows the focus to be on winning the necessary awards and grants
- Builds strong network connections for future opportunities

Your COS Pivot Account

If you do not have a current COS account, you will need to create an account.

Pivot login is presented in the top right-hand corner of the pages in Pivot. You must be logged in to:

- View your homepage displaying your active and tracked opportunities
- View funding opportunities shared with you or the status of those you have shared with others
- Save a search
- Add an opportunity to active or tracked
- Share a funding opportunity
- Claim and/or update a profile

For more in-depth information, view the following COS Pivot tutorials on the website:

- Getting Started
- Your COS PIVOT Home Page
- Finding Funding Opportunities
- Finding Scholars

Visit <https://pivot.desk.com/> for more information.

COS Pivot and WSU ResearchConnect

ResearchConnect

What is WSU ResearchConnect?

In an effort to promote and facilitate interdisciplinary research, Wayne State University is committed to using innovative research tools and information technologies to promote collaboration.

[ResearchConnect](#) is a tool that provides a searchable database of expertise across most disciplines at WSU. Explore the profiles, publications, and grant data of hundreds of researchers within our university. Follow the network and collaborations within WSU, throughout the SciVal Experts Community, and across the national DIRECT and VIVO networks. The publications and grants listed for faculty members reflect their expertise in the unit(s) with which they are affiliated here at WSU or at prior institutions and offer a snapshot of their knowledge and interests.

Visit <http://www.experts.scival.com/wayneresearchconnect/> for more information.

COS Pivot and WSU ResearchConnect Trainings

The Division of Research offers monthly **COS Pivot/WSU ResearchConnect trainings** to the university community. Faculty, staff, and students are invited to attend. Trainings are listed in the events section of the Division of Research website and are included in Research@Wayne and sent out via email blast.

TO REGISTER, VISIT www.events.wayne.edu and select the appropriate date, or click desired date below:

[Tuesday, September 23, 2:00-3:30 p.m.](#)

[Thursday, October 16, 10:00-11:30 a.m.](#)

[Wednesday, November 19, 2:00-3:30 p.m.](#)

[Tuesday, January 27, 10:00-11:30 a.m.](#)

[Wednesday, February 26, 2:00-3:30 p.m.](#)

[Thursday, March 26, 2:00-3:30 p.m.](#)

[Tuesday, April 14, 10:00-11:30 a.m.](#)

To schedule training for your unit, class, or college, please contact Sarah James at sjames@wayne.edu.

Foundation Relations and Corporate Philanthropy

The offices of Foundation Relations (FR) and Corporate Philanthropy (CP) build and strengthen partnerships with foundations and corporations in order to maximize charitable contributions to Wayne State University. These mutually beneficial partnerships empower the university's students, faculty and staff to learn, teach, perform research, pursue academic opportunities, and offer programs more effectively, providing knowledge and services that benefit people regionally, nationally and internationally.

FR and CP work with faculty and staff to plan strategies for finding and approaching private funding organizations. Staff can help craft letters and proposals, develop budgets, fulfill reporting requirements and manage the post-grant relationship. FR and CP are responsible for coordinating private funding requests on behalf of the university. As the keeper of the history and dynamics of each relationship, the offices of FR and CP draw on the past and stay current to optimize all university communications with each organization.

How can I find private support for my project?

Before approaching FR or CP, speak with your dean or department chair to discuss your plans, and then contact us to review the project and potential funders whose interests are most closely aligned with your intentions. Be prepared to describe the project and state the goals, amount of funding needed, initial investments, partnerships and timeline. Think about how the program is distinctive and adds value to your scholarly area, the university's mission and the community. FR and CP will usually be the first point of contact with the prospective funder on your behalf. In addition, FR and CP maintain a list of requests for proposals that cover a wide array of grant opportunities. For access to the list, email Julie Burtch (julie.burtch@wayne.edu).

Can someone assist with developing my proposal?

FR and CP will review your proposal for clarity, alignment with the funder's interest and compliance with their guidelines. We will suggest ways to make the proposal stronger and help identify areas that may be problematic. Work with your unit's budget officer to develop a project-specific revenue and expense budget. Talking with colleagues who received support from the same prospective funder also can be very valuable. The [Council of Michigan Foundations](#) Common Grant Application is used around the country as an example of the elements required for a successful proposal. Find it here: <http://goo.gl/9St8da>.

How do I get the President's signature on letters of support or other documents required by the funding organization?

FR and CP can coordinate and facilitate this process. The document must be submitted to us for review. Under the direction of the Vice President for Development, the documents are forwarded for the President's signature. FR and CP will follow-up for more information or clarification on behalf of university executives.

Where can I find copies of the university's 501(c)3 status, the most recent audit, annual report or list of the Board of Governors?

FR and CP have these documents on file and provide copies upon request. All can be forwarded electronically.

How does FR and CP work with Sponsored Programs Administration (SPA)?

The Sponsored Programs Administration (SPA) Office within the Division of Research is responsible for the institutional oversight for Wayne State University's external sponsored programs. Check with your SPA officer or your unit's grants administrator to determine if your grant application should be entered into SPA's E-Prop system. Once SPA approves the proposal, FR and CP can submit it and then send the SPA officer a copy. FR and CP will continue to manage the relationship with the organization and work with the unit's grants administrator, the applicant and the SPA officer on issues related to reporting, the budget or changes in the project scope throughout the grant period.

My quest for private sector funding was successful. What do I do now?

First, notify FR and CP when your check arrives or your funds are wired. We will help make sure funds are properly processed. FR and CP will help you steward the relationship with your new investment partner by periodically checking to make sure the project is on schedule and the budget is on track and by sending reminders about report due dates. In coordination with SPA, FR and CP can talk to the funder on your behalf if adjustments or extensions are necessary or if you'd like to make another request. FR and CP can help you communicate with the funder about significant milestones or findings. Finally, FR and CP meet frequently with local and national funding organizations and will be a champion for your work.

Heidi Ann Coates, Director of Foundation Relations

Phone: (313) 577-6483

Email: heidi.coates@wayne.edu

Julianne Bjarnesen, Assistant Director, Foundation Relations

Phone: (313) 577-3479

Email: julianneb@wayne.edu

Julie Burtch, Foundation Relations Officer

Phone: (313) 577-8847

Email: julie.burtch@wayne.edu

Anthony Morton, Director, Corporate Philanthropy

Phone: (313) 577-9026

Email: acmorton@wayne.edu

Andrea Mahone, Development Associate, Foundation Relations and Corporate Philanthropy

Phone: (313) 577-8864

Email: bv7610@wayne.edu

Office of Postdoctoral Affairs

Wayne State University has a thriving academic community of over 300 postdoctoral fellows. We pride ourselves on recruiting skilled and talented scholars from around the world and would like to ensure that you receive the highest quality of training to enhance your skills and prepare you for your future careers.

As a postdoctoral trainee, you are essential to WSU's tradition of excellence in training and research programs. The knowledge and skills you have already acquired and will continually strive toward will greatly enhance the research at our institution. In order to augment the training experience for both you and your mentor, we provide resources to postdoctoral trainees for professional and career development.

<http://gradschool.wayne.edu/postdoc/>

Core Services at Wayne State University

Animal Facilities Core (DLAR)

<http://dlar.wayne.edu>

Lisa Brossia-Root, D.V.M., M.S., DACLAM, senior director and attending veterinarian; Elizabeth Dawe, D.V.M, DACLAM, director, Veterinary Surgical Services

Animal Model and Therapeutics Evaluation Core

Lisa Polin, Ph.D., director

Applied Genomics Technology Center

<http://www.agtc.med.wayne.edu/>

Susan J. Land, Ph.D., director; Aliccia Bollig-Fischer, Ph.D., associate director

Behavioral and Field Research Core

<https://research1.karmanos.org/research/home2/researchers2/corefacilities/behavioralfieldresearch.arch.aspx>

Lisa C. Berry-Bobovski, M.A., scientific director

Biostatistics Core

<https://research1.karmanos.org/research/Home2/Researchers2/CoreFacilities/Biostatistics.aspx>

Judith Abrams, Ph.D., director

Clinical Trials Office and Core, Mott Center

<http://dcats.wayne.edu/locations/wayne-state-university>

Phillip D. Levy, M.D., M.P.H., Medical Director RC/CTO
Jackie Parker, B.Sc, CCRC, Administrative Director RC/CTO (DCaTScrc@wayne.edu)

Clinical Trials Office, Karmanos Cancer Institute

<https://research1.karmanos.org/research/Home2/Researchers2/CoreFacilities/ClinicalTrialsOffice.aspx>

Helen Peck, R.N., M.A., OCN, CCRP, director; Lawrence E. Flaherty, M.D., medical director

Epidemiology Research Core

<https://research1.karmanos.org/Research/Home2/Researchers2/CoreFacilities/EpidemiologyResearch.aspx>

Kendra Schwartz, M.D., M.S.P.H., director; Fawn D. Vigneau, J.D., M.P.H., co-director

High Throughput Assay Development and Pilot Screening Core

Andrew Fribley, Ph.D., director

Lipidomics Core

<http://lipidomics.wayne.edu>

Krishna Rao Maddipati, Ph.D., Director

Lumigen Instrument Center - Judy Westrick, Ph.D., director:

NMR

<http://chem.wayne.edu/facilities/nmr.html>

Bashar Ksebati Ph.D., manager

Mass Spectrometry

http://chem.wayne.edu/facilities/mass_spec.html

Lew Hryhorczuk Ph.D., manager

X-Ray Crystallography

<http://chem.wayne.edu/facilities/xray.html>

Philip Martin, Ph.D., manager

TEM/SEM Microscopy

<http://chem.wayne.edu/facilities/laem.html>

Mike Mei, Ph.D., manager

Small Analytical Instruments

http://chem.wayne.edu/facilities/small_instruments.html

Ryan Thomas, manager

Microscopy, Imaging and Cytometry Resources Core

<http://www.med.wayne.edu/micr/>

Kamiar Moin, Ph.D., director; Jessica Back, Ph.D., associate director

MR Research Facility

<http://www.mrc.wayne.edu/>

E. Mark Haacke, Ph.D., director (nmrimaging@aol.com)

MR Research Facility - Clinical Imaging

<http://www.mrc.wayne.edu/index.php?site=equipment> - see top of page

Norman Cheng, Ph.D., director 3T (yxc16@wayne.edu)

MR Research Facility - Preclinical Imaging

<http://www.mrc.wayne.edu/index.php?site=equipment> -- see bottom of page

Bruce Berkowitz, Ph.D., director 7T (haberko@med.wayne.edu)

Nano Fabrication Core Facility (nFab -- Engineering Bldg.)

https://my.ilabsolutions.com/service_center/show_external/2964/nano-fabrication-core-facility

Mark Cheng, Ph.D., director, Bill Funk and Dan Durisin, managers

Pediatrics CRC

<http://med.wayne.edu/crcm>

Prashant Mahajan, M.D., director; Diane Chugani, Ph.D., operational director

PET Center

<http://pet.med.wayne.edu/>

Harry Chugani, M.D., director

Pharmacology Core

<https://research1.karmanos.org/Research/Home2/Researchers2/CoreFacilities/Pharmacology.aspx>

Jing Li, Ph.D., scientific director; Richard Wiegand, M.S. Ch.E., manager

Proteomics Core

<http://proteomics.wayne.edu/>

Paul Stemmer, Ph.D., director; Joseph Caruso, Ph.D., associate director

Research Design and Analysis Unit

<http://clasweb.clas.wayne.edu/psychology/ResearchDesignandAnalysisConsulting>

Sabastiano Fiscaro, Ph.D., Director, RDAUnit@wayne.edu

Other Facilities at Wayne State University

Biobanking and Correlative Sciences (formerly Biorepository)

<https://research1.karmanos.org/research/Home2/Researchers2/CoreFacilities/Biorepository.aspx>

Julie Boerner, Ph.D., director

Materials Characterization Lab - AFM and XRD

<http://www.eng.wayne.edu/page.php?id=4840>

Guangzhao Mao, Ph.D., director

Michigan Neonatal BioBank

<http://www.mnbb.org/>

Nancy Christ, B.A., director

WSU Libraries

Supporting research at WSU is one of the core missions of the **WSU Libraries**. The WSU Library System provides services and expertise that support the research activities of the University community.

Research Support Guide - Located at <http://www.library.wayne.edu/services/research/>, this online guide provides easy, comprehensive access to resources that meet the needs of faculty and student researchers. This research guide highlights various online tools, training opportunities, and library services that support research activities. Browse this guide or contact your library liaison to learn more about resources and services that can support your research at WSU.

Liaison Librarians - Each academic department/college at WSU is assigned a professional librarian liaison who can be contacted to discuss library resources and services designed to meet research needs. Visit <http://www.library.wayne.edu/info/staff/liaison.php> to find contact information for the librarian assigned to your department/college.

WSU librarians can assist researchers with:

- searching for [funding opportunities](#)
- setting up current awareness [alerting services](#)
- discovering, managing, and preserving [research data](#)
- locating [journal impact factors](#)
- meeting [grant funder compliance criteria](#)
- performing [citation analysis](#) of publications
- [disseminating the results](#) of funded research
- using [citation management software](#)

Suggest a Title - Your liaison librarian may be able to order new resources that support your research. Contact your liaison librarian or use the online request form located at <https://elibrary.wayne.edu/acquire> to suggest a title for purchase by the libraries.

Research Guides - WSU Liaison Librarians have prepared research guides for each subject area to highlight frequently used and best resources for conducting research in a given discipline. Visit <http://www.library.wayne.edu/resources/guides/> to view the guides.

DigitalCommons@WayneState is a free open access publishing service provided by the libraries that can increase the visibility and reach of your scholarship and research while at the same time permanently preserving a digital copy of your work. Develop your online presence by self-archiving published articles, working papers, conference presentations, datasets, or scholarship of any kind. To get started, contact the Library at digitalcommons@wayne.edu, or visit <http://digitalcommons.wayne.edu> to learn more about DigitalCommons@WayneState.

Computing & Information Technology (C&IT)

Computing and Networking Services for Researchers

The C&IT team and its partners provide a broad range of computing services and resources for the Wayne State community. Our goal is to provide you with the best technology experience in higher education. Here's an overview of what's available for researchers:

Wayne State Core Services

WSU AccessID	computing.wayne.edu/accessid
Wayne Connect Email	connect.wayne.edu
LISTSERV Discussion Lists	computing.wayne.edu/listserv
Emergency Alerts	broadcast.wayne.edu
Internet & Networks: <i>VPN & Wireless</i>	computing.wayne.edu/networking
Telephone & Data Services	computing.wayne.edu/phone
Blackboard	blackboard.wayne.edu
Conferencing	computing.wayne.edu/conferencing
Wayne State Mobile App	m.wayne.edu
Qualtrics Research Suite	computing.wayne.edu/qualtrics
Academica Portal	a.wayne.edu
Web Hosting	computing.wayne.edu/web-hosting
Virtual Server Hosting	computing.wayne.edu/hosting

Researcher Services

High Performance Computing	www.grid.wayne.edu
Networks: <i>Internet2, Science DMZ & MiLR</i>	computing.wayne.edu/researchnetworks

Personal and University Purchases

Mobile Device Discounts	computing.wayne.edu/mobilediscounts
Discount Computer Purchases	computing.wayne.edu/discounts
Personal Computer Repair	computing.wayne.edu/clinic
Free & Discounted Software: <i>SPSS & SAS</i>	clearinghouse.wayne.edu

Computing Support Services

For personal assistance with any of the services listed above, contact the C&IT Help Desk at (313) 577-4778, helpdesk@wayne.edu, or via [Live Chat](#). The Help Desk is open five days a week; check the website for current hours. computing.wayne.edu/helpdesk

Many schools, colleges, and departments also provide technical support services for researchers, which can be a valuable resource for planning the technology components of grant proposals. For a list of these contacts on campus, visit computing.wayne.edu/facultystaffsupport.

High Performance Computing and Advanced Networking

The WSU Grid and High Performance Computing

The Scientific Computing team in Computing & Information Technology (C&IT) at Wayne State University develops, deploys, and maintains a scalable, Grid-enabled computing system capable of running and storing research-related projects involving high performance computing.

The WSU Grid infrastructure includes servers, computer nodes, and network storage joined by high-speed networks, and supports applications and databases in a secure and reliable environment. For more information about the WSU Grid, visit <https://www.grid.wayne.edu>.

The WSU Grid is being used as a foundation for a number of nationally funded grants. C&IT Scientific Computing specialists can help researchers build this valuable resource into future grant proposals as a piece of major research instrumentation. For assistance, call (313) 577-8106 or e-mail advcomp@wayne.edu.

Any Wayne State faculty, researcher, staff, or student with a valid research-related computational task and an AccessID may use the WSU Grid, including graduate students performing research but not taking classes. Prospective Grid users can apply online for an account at <https://www.grid.wayne.edu>.

MiLR High Performance Research Network

Wayne State University, Michigan State University, and the University of Michigan are founding members of the Michigan LambdaRail (MiLR), a very-high-speed, special-purpose data network in research and higher education, operated by the Merit Network, Inc. in Ann Arbor.

The MiLR Network gives WSU researchers access to low-cost, 10 Gbps Ethernet connections between the three university campuses and to national and international research and education networks.

The MiLR collaboration acquired the rights to use six strands of fiber-optic cable along a 750-mile ring in the Detroit–Chicago corridor. MiLR has the ability to provide as many as 40 separate 10 Gbps Ethernet connections between Ann Arbor, Chicago, Detroit, East Lansing, Grand Rapids, and Kalamazoo, through the use of the dense wave division multiplexing (DWDM) equipment. For more, visit <http://milr.org>.

WSU faculty, researchers, and graduate students can contact C&IT Network Engineering about accessing MiLR: call or email Juan Richardson, at (313) 577-1922 or juan.richardson@wayne.edu.

Internet2 Advanced Networking

Wayne State is a member of Internet2, an advanced networking consortium that comprises more than 330 institutions. Internet2 members leverage a high-performance network, enabling services and world-wide partnerships to support and enhance their educational, research, and community service missions.

Beyond providing network capacity, Internet2 actively engages its community in the development of important new technologies, including middleware, security, network research, and performance measurement capabilities that are critical to the forward progress of Internet applications. More information is available at <http://internet2.edu>.

WSU faculty, researchers, and graduate students can talk with specialists in C&IT Network Engineering about running applications or transferring data on the Internet2 Network: contact Juan Richardson, at (313) 577-1922 or juan.richardson@wayne.edu.

WAYNE STATE
UNIVERSITY

COMPUTING & INFORMATION
TECHNOLOGY

Technology Commercialization Support

Technology Commercialization at Wayne State University brings the benefits of scientific discovery to the public by facilitating the commercial application of research, managing and licensing intellectual property, nurturing relationships with industry and creating new business ventures based on WSU technology. WSU researchers can benefit from invention licensing and commercialization through the receipt of industry-sponsored research support, royalties and collaborative opportunities resulting from relationships with industrial sponsors or licensees.

- The Office reviews intellectual property disclosures (invention disclosures) and handles the evaluation, protection, promotion and licensing of intellectual property (e.g., patents, copyrights or proprietary materials) created by University faculty, staff or students using University resources. The Office also facilitates the creation of startup companies based on WSU technologies and encourages entrepreneurship on the part of faculty and students. For information on the invention disclosure process and WSU's patent and copyright policy, contact Technology Commercialization directly or go to our web site: <http://www.techtransfer.wayne.edu/>.
- For information on the MTA review and approval process, contact Julie Rajzer at 313-874-5574 or by email Julie.rajzer@wayne.edu. Information can also be found on our website: <http://www.techtransfer.wayne.edu/industry/mta.php>.
- For general information about intellectual properties (e.g., patents, copyrights and propriety biological material), request a copy of one or more of the following publications:
 - An Inventor's Guide to Patents and Patenting
 - Prior Art: Silent Time Bombs That Can Blow Away Licensing Deals
 - Material Transfer Agreements

If you believe you have developed a technology with commercial potential, contact the Technology Commercialization Office immediately to obtain an invention disclosure form. Keep in mind that a publication or any public disclosure of an invention before a patent application has been filed may eliminate patent rights in most countries.

Information, publications and forms can be obtained from Technology Commercialization at 5057 Woodward Ave., Detroit, MI 48202; phone: 313-874-5622; fax 313-874-5799; website: <http://www.techtransfer.wayne.edu/>.



Resource for Research, Training, Technology and Business Development.

The Front Door was established as the university's business engagement center in 2009 to facilitate industry and community access to Wayne State's faculty expertise, students, physical resources and intellectual property. The office promotes connections between our university community and business by establishing & fostering relationships with industry via educational outreach, seeking shared opportunities and pursuing collaborative engagement.

The Front Door plays a key role in local economic development also through its partnership with TechTown, Wayne State University's research park and business incubator. The Front Door offices are physically located inside TechTown, and adjacent to the WSU Technology Commercialization office, to better promote Wayne State innovation and facilitate innovation, entrepreneurship and community engagement.

The members of our Front Door staff have extensive backgrounds in industry, community relations, technology commercialization and academic research. The office is supported by Wayne State's Vice President for Economic Development, the Office of the Vice President for Research and the Office of the Vice President for Development and Alumni Relations.

For more information contact:

Dennis Atkinson
Director of Corporate Engagement
Office of the Vice President for Economic Development
888-WSU-DOOR

Dennis.atkinson@wayne.edu

www.frontdoor.wayne.edu

FACULTY PROGRAMS WITH FIXED DEADLINES

WORKING GROUPS IN THE HUMANITIES AND ARTS PROGRAM

DEADLINE: October 3, 2014

AWARD: The Humanities Center will fund up to five working groups making available a maximum of \$800 each for three new groups and \$600 for each two continuing groups. Working groups will be able to use funds for photocopying, inviting speakers, and other organizational expenses. The Center will give preference to new working groups, and is willing to assist groups in finding meeting places in the Faculty/Administration Building. To participate in this program, groups of three or more Wayne State University faculty, or faculty and advanced graduate students, in the humanities, arts, and related disciplines willing to commit to regular meetings throughout the academic year are encouraged to submit proposals. The Center will give favorable consideration to newly formed working groups.

Proposals for new working groups should consist of:

1. A brief (1-2 page) summary of the issue or theme the group proposes to address, the relevance of that theme to the humanistic and/or artistic fields, and ways in which the group intends to address that issue or theme;
2. The names, departmental affiliations, and contact information for core members of the proposed group and names of potential participants; and
3. An estimated budget, listing any planned projects and expenses.

Proposals for continuing groups should consist of a 1-2 page summary of the group's progress in the previous year and the direction in which the group wishes to proceed, as well as items **(2)** and **(3)** listed above. Preference will be given to proposals for new groups. Proposals should be sent to The Humanities Center, Attn: Walter F. Edwards, Director, 2226 Faculty Administration Building. For more information about the Humanities Center and its programs, please contact the Center at [577-5471](tel:577-5471) or visit our website at <http://www.research.wayne.edu/hum/>.

RESEARCH MENTORS PROGRAM FOR NEW FACULTY

FALL DEADLINE: October 13, 2014

WINTER DEADLINE: February 16, 2015

AWARD: \$2,000

The purpose of this program is to encourage a productive mentoring relationship between tenured faculty with strong research records and success in obtaining extramural research funding and newly recruited junior faculty. This yearlong mentorship is meant to provide guidance to junior faculty in all aspects of research program development, focusing on external funding opportunities. Mentoring activities include guidance in establishing an independent research program, critique of manuscripts and grant proposals/applications, development of collaborative research opportunities and guidance in participation in national activities, such as peer reviews. All new tenure-track faculty members who are in the first two years at WSU are eligible for a senior faculty mentor.

Address nominations for senior mentors in memo format to Gloria Heppner, Associate Vice President for Research, with signature approvals from the appropriate chairperson and dean. Requests should be

submitted through our eProp system. Log-In to eProp requires a WSU Access ID and [Academica](#) (Pipeline replacement) password. To submit your internal funding proposal, please follow the steps in the [Unite! Internal e-Prop user guide](#). If you have questions about entering and uploading your internal funding proposal, please contact Tim Foley at tpfoley@wayne.edu or 313-577-8357. If you have questions about the particular funding program, contact Sarah James at sjames@wayne.edu or 313-577-8997. If you have questions about transfer of funds for any of our programs, contact Lilly Hatzis at ab1625@wayne.edu or 313-577-2245. If assistance is required with technical issues, please contact Research_IT@wayne.edu.

A brief summary of mentoring activities should be included in the memo. Payment to the mentor's account is made upon verification of application for external funding by the junior faculty member (a copy of the cover page of the submitted proposal is sufficient). Verification should be uploaded to eProp as one PDF document.

FACULTY COMPETITION FOR POSTDOCTORAL FELLOWS

FALL DEADLINE: November 3, 2014

WINTER DEADLINE: May 4, 2015

AWARD: \$30,000

The Office of the Vice President for Research (OVPR) has created the *Faculty Competition for Postdoctoral Fellows* to enhance the productivity of WSU faculty by augmenting their capacity to attract and support postdoctoral fellows. This initiative will provide matching funds of up to \$30,000 per year for a maximum of \$60,000 for two years to support the requested postdoctoral position. These postdoctoral positions will be awarded directly to faculty on a university-wide competitive basis for support of their research/scholarship and training endeavors. ***It is required that sufficient matching funds be committed at the time of application.*** Matching funds may come from sources such as applicant's department or college, grant support, or start-up funds.

Eligibility to receive a postdoctoral position is limited to full-time WSU faculty members with active research interests and responsibilities. **Postdoctoral candidate must be a U.S. citizen or permanent resident and must be a new hire.**

REQUIREMENTS

Faculty members requesting support are required to provide:

1. Cover sheet (visit <http://research.wayne.edu/funding/internal-funding.php> for cover sheet)
1. Short narrative of research program as well as the role that the requested postdoctoral fellow will have in that program
2. Recruiting plans
3. Expected qualifications of postdoctoral fellow
4. Evidence of applicant's scholarly productivity
5. Budget that includes salary and benefits for fellow and an indication of amount provided by department/division and that being requested from OVPR
6. Evidence of department or division's financial support

7. Plan for career development for the postdoctoral fellow
8. Biosketches not to exceed 4 pages for applicant and postdoctoral fellow (if identified). The application consisting of these items should not exceed five pages (excluding the cover page and abbreviated CVs).

SELECTION CRITERIA

Applications will be evaluated by a selection committee assembled by OVPR staff. The evaluation emphasis will focus on the productivity of the requesting faculty member, expected qualifications of the postdoctoral candidate, and financial support provided by the requesting faculty or department.

Applications will be accepted on November 3, 2014, and May 4, 2015, deadlines, no later than 5 PM on the deadline date.

Requests should be submitted as one PDF through our eProp system. Log-In to eProp requires a WSU Access ID and [Academica](#) (Pipeline replacement) password. To submit your internal funding proposal, please follow the steps in the [Unite! Internal e-Prop user guide](#). If you have questions about entering and uploading your internal funding proposal, please contact Tim Foley at tpfoley@wayne.edu or [313-577-8357](tel:313-577-8357). If you have questions about the particular funding program, contact Sarah James at sjames@wayne.edu or 313-577-8997. If you have questions about transfer of funds for any of our programs, contact Lilly Hatzis at ab1625@wayne.edu or 313-577-2245. If assistance is required with technical issues, please contact Research_IT@wayne.edu.

The application document should be in PDF format and include the *cover sheet* and *biosketches* all in one document. Abbreviated CVs should not exceed 4 pages each.

RESEARCH EQUIPMENT PROGRAM

FALL DEADLINE: November 10, 2014

WINTER TERM DEADLINE: March 2, 2015

MAXIMUM AWARD: \$50,000

The Office of the Vice President for Research (OVPR) has created a Research Equipment Program to help externally-funded/peer-reviewed faculty purchase instrumentation necessary for their research goals. Faculty with available start-up funds are not eligible for this program. The program will provide up to \$50,000 per successful application. The program is not meant to be a source of institutional matching funds for externally-funded equipment grants.

Requests should be submitted as one PDF through our eProp system following the guidelines on . Log-In to eProp requires a WSU Access ID and [Academica](#) (Pipeline replacement) password. To submit your internal funding proposal, please follow the steps in the [Unite! Internal e-Prop user guide](#). If you have questions about entering and uploading your internal funding proposal, please contact Tim Foley at tpfoley@wayne.edu or [313-577-8357](tel:313-577-8357). If you have questions about the particular funding program, contact Sarah James at sjames@wayne.edu or 313-577-8997. If you have questions about transfer of

funds for any of our programs, contact Lilly Hatzis at ab1625@wayne.edu or 313-577-2245. If assistance is required with technical issues, please contact Research_IT@wayne.edu.

APPLICATIONS MUST INCLUDE:

1. Cover sheet (following)
2. Active funding, including title, sponsor, mechanism, funding period,
3. Half-page overview of your research
4. Description of equipment, access/availability issues in regard to same equipment elsewhere on campus, and how the requested equipment will be used to further PI's research program. Equipment not explicitly integral to PI's research program will not be considered.
5. Budget and budget justification, including installation and maintenance costs. Equipment cost estimation; include cost documentation.
6. Source of funds to make up the difference if equipment/installation will cost more than \$50,000
7. An abbreviated CV of no more than 4 pages of the PI, in NIH or NSF format

REVIEW OF APPLICATIONS AND FUNDING CRITERIA

Review of applications will be carried out by a committee consisting of associate research deans/directors and associate vice presidents for research. This committee will recommend which applications to fund, based on:

- Lack of accessibility/availability of equipment or services
- Relevance of equipment to PI's research program

Funds will not be released until the faculty member provides evidence of IRB or IACUC approval, if applicable. Awards will be competitive and all applications may not be funded.

HUMANITIES CENTER VISITING SCHOLARS' PROGRAM

Deadline: November 14, 2014 for Winter 2015

Maximum Award: \$3,000 per semester

We invite applications from scholars affiliated with universities whose research projects involve theoretical, historical, or philosophical issues in the humanities. Scholars engaged in interdisciplinary humanistic research are particularly encouraged to apply. The program may be especially appealing to faculty on sabbatical leave or those holding research grants or post-doctoral awards.

The Visiting Scholar should already hold the Ph.D. or its equivalent, for his or her field. However, university professors with a Masters degree will be considered as well. International applications are encouraged, but visa and related documents, if required, are the responsibility of the applicants. We invite applications for visits ranging in duration from one month to one semester. During, or at the completion of the visit, the scholar will be expected to give a public lecture on his/her research. The visitor will also be expected to collaborate with faculty, be available to students, and participate in Humanities Center's activities.

Applicants are required to provide the following:

- A detailed description of the research project to be funded in residency
- A curriculum vitae
- Two letters of reference (to be sent directly to the Center's Director)

Please forward applications to The Humanities Center, Attn: Walter F. Edwards, Director, 2226 Faculty Administration Building. For more information about the Humanities Center and its programs, please contact the Center at [577-5471](tel:577-5471) or visit our website at <http://www.research.wayne.edu/hum/>.

BRIDGE FUNDING PROGRAM

FALL DEADLINE: November 17, 2014

WINTER DEADLINE: March 23, 2015

SUMMER DEADLINE: July 13, 2015

AWARD: \$35,000

This program is designed to sustain research projects that have lost extramural funding by providing one-time support to eligible Principal Investigators (PI) – Assistant, Associate and Full Professors – to assist with re-establishing external funding (e.g. NSF, NIH, DOD, ASC, etc). The size of the award will not exceed **\$35,000 for one year**. Applicants may only apply for one year's funding at a time. Applications will be accepted **three times a year**. 2013-2014 academic year deadlines are: **November 17, 2014 • March 23, 2015 • July 13, 2015**. Awards will be competitive and all applications may not be funded.

Faculty salary will not be supported by this mechanism and will remain the responsibility of the unit (college, school, department, center, institute) which incurred the original obligation. A letter of support will be required from the Department Chair, Dean or Director responsible for providing salary and space support to the applicant (see Application Requirements).

A PI is eligible for Bridge Program funding, provided he/she:

- Has lost, or will lose most of his/her extramural funding within six months of the Bridge application deadline;
- Received extramural funding from peer-reviewed sources no longer than 18 months prior to the time of the application for Bridge Funding;
- Has made substantial efforts to re-establish funding, and in the opinion of the Dean is likely to be funded again.

Note additional requirements:

- PIs with multiple external grants may request support for the lapsed grant, but incentive bonuses on the active grants will be discontinued during the time of bridge funding;
- PIs who have submitted a proposal for national funding but who have not been reviewed yet should not submit a proposal until there is clear evidence that funding was denied;
- When extramural funding is re-established, all unspent funds must be returned to the Bridge Program to assist other investigators.

For further information and guidelines on applying, please visit:
<http://www.research.wayne.edu/funding/internal-funding.php>.

To submit your proposal, please use our eProp system. Log-In to eProp requires a WSU Access ID and [Academica](#) (Pipeline replacement) password. To submit your internal funding proposal, please follow the steps in the [Unite! Internal e-Prop user guide](#). If you have questions about entering and uploading your internal funding proposal, please contact Tim Foley at tpfoley@wayne.edu or [313-577-8357](tel:313-577-8357). If you have questions about the particular funding program, contact Sarah James at sjames@wayne.edu or 313-577-8997. If you have questions about transfer of funds for any of our programs, contact Lilly Hatzis at ab1625@wayne.edu or 313-577-2245. If assistance is required with technical issues, please contact Research.IT@wayne.edu.

All proposals must be submitted by 5 PM on the application deadline.

UNIVERSITY RESEARCH GRANT PROGRAM

DEADLINE: November 21, 2014

MAXIMUM AWARD: \$10,000

The University Research Grant Program, budgeted at \$160,000 (per WSU/AAUP agreement), provides funding for regular full-time tenure-track (not tenured at time of award) faculty and academic staff (1) to support research through compensation where a period of extended uninterrupted activity is essential, (2) to support the purchase of supplies and equipment to support proposed research, and (3) for other legitimate research expenses, such as travel and support personnel, when they are necessary to perform research and are properly justified. Support to attend a professional meeting may also be requested. Only one application may be submitted per faculty member.

The application form is available for download at: <http://provost.wayne.edu/awards.php>. Completed applications require the endorsement of the department chairperson (in departmentalized colleges) and the dean. Send completed application, including necessary signatures, and Professional Record in PDF format to Veronica Williams at veronica.williams@wayne.edu.

Applications will be evaluated by the University Research Grant Committee, and awards will be announced at the end of March 2015. If you need additional information, please e-mail veronica.williams@wayne.edu or call 577-2256.

GRANTS BOOST

FALL DEADLINE: December 1, 2014

WINTER DEADLINE: March 30, 2015

SUMMER DEADLINE: July 27, 2015

AMOUNT: \$35,000

PURPOSE

WSU's Grants Boost Program is designed to boost the chances of funding of a resubmission of new grant. Eligibility for this award includes previous submission of a new grant to an external funding agency within the last 12 months and grant review scores that suggest a likelihood of funding on a

resubmission providing additional preliminary data are available. Unscored NIH grant applications are not eligible for this funding.

SIZE OF AWARD AND TIME PERIOD

The size of the award will not exceed \$35,000 per year for up to two years. Applicants may only apply for one year's funding at a time. Applications will be accepted three times a year (see *Timeline* below for dates).

FUNDING CONSTRAINTS

Faculty salary cannot be supported through this mechanism and will remain the responsibility of the unit (college, school, department, center, or institute). A letter of support will be required from the department chair, dean or director responsible for providing salary and space support to the applicant (see *Application Requirements*).

ASSISTANCE CAN BE REQUESTED FOR THE FOLLOWING EXPENSE CATEGORIES:

- Lab supplies
- Animal Care
- Salaries/benefits for research support personnel

GRANTS BOOST FUNDS CANNOT BE USED FOR:

- Travel
- Budget overdraft coverage
- PI and co-PI salaries (including summer salaries)
- Administrative costs (i.e., school and departmental surcharges)
- Equipment

APPLICATION REQUIREMENTS:

2. Cover sheet (visit <http://research.wayne.edu/funding/internal-funding.php> for cover sheet)
3. A half-page overview of your research program.
4. Information on the grant you will be resubmitting, including sponsor, funding mechanism, title, funding period, and amount.
5. External review documents of the grant to be resubmitted, including original unedited priority scores, agency comments, and pay lines.
6. Describe in no more than a page how you will address the deficiencies noted in the reviews of the unfunded application, as well as how your use of boost funding will lead to a successful renewal.
7. In no more than one page, provide a detailed budget of proposed expenditures using the categories of "personnel, lab supplies and miscellaneous." Add a brief explanation of the categories of funding requested.
8. A letter of support from the applicant's Department Chair, Dean or Director responsible for providing salary and space support to the applicant.

9. An abbreviated CV of **no more than 4 pages** of the PI, in NIH or NSF format. Please do not include a full CV.

REVIEW OF APPLICATIONS AND FUNDING CRITERIA

Review of applications will be carried out by a committee consisting of associate research deans/directors and associate vice presidents for research. This committee will recommend which applications to fund, based on:

- **Likelihood of eventual** funding (using evidence such as the priority score, the nature of the criticisms, how well criticisms were addressed, publication record, and research productivity)
- Applications that **do not include the original unedited reviews of the grant to be resubmitted will not be considered.**
- Applicant must be PI of the grant to be resubmitted.

Faculty members receiving Grants Boost funds may be required by the review committee to have an external reviewer critique the revised grant proposal prior to resubmission. Funding for the external review will be paid for by OVPR.

Funds will not be released until the faculty member provides evidence of IRB or IACUC approval, if applicable.

TIMELINE FOR GRANTS BOOST APPLICATIONS

Applications for Grants Boost will be accepted three times per academic year:

- **December 1, 2014**
- **March 30, 2015**
- **July 27, 2015**

Awards will be competitive and all applications may not be funded.

Please submit all Grants Boost proposals in PDF format – **one file per applicant** – through our eProp system by 5PM on the deadline date. Log-In to eProp requires a WSU Access ID and [Academica](#) (Pipeline replacement) password. To submit your internal funding proposal, please follow the steps in the [Unite! Internal e-Prop user guide](#). If you have questions about entering and uploading your internal funding proposal, please contact Tim Foley at tpfoley@wayne.edu or [313-577-8357](tel:313-577-8357). If you have questions about the particular funding program, contact Sarah James at sjames@wayne.edu or 313-577-8997. If you have questions about transfer of funds for any of our programs, contact Lilly Hatzis at ab1625@wayne.edu or 313-577-2245. If assistance is required with technical issues, please contact Research.IT@wayne.edu.

GRANTS PLUS

DEADLINE: December 8, 2014

AWARD: \$75,000 initially and \$25,000 after external grant application is submitted

WSU's Office of the Vice President for Research, in collaboration with the Deans of the schools and colleges, is pleased to announce the second year of an internal funding program called GRANTS PLUS. The purpose of the program is to enable faculty who have already succeeded in sustaining external funding to expand the scope of their research as well as their funding base. A related goal is to expand significant federal and foundation research funding for the university.

The size of the award will **not exceed \$75,000 for up to 18 months** in order to allow the investigator the resources needed to obtain the preliminary data necessary to submit another grant to an external funding agency. Once the external grant application has been submitted by the Grants Plus award recipient, an additional \$25,000 will be awarded to enable the work to be continued until notice of the funding decision. Support can be requested for salaries/benefits for research support personnel, lab supplies and other research expenditures, and equipment. Funds cannot be used for travel, budget overdraft coverage, PI or co-PI salaries (including summer salaries), or administrative costs (i.e., school and departmental surcharges).

A PI is eligible for Grants Plus Program funding provided he or she currently holds at least **one externally-funded, peer-reviewed, renewable grant with at least two years left in the current funding period** at the time of application to this program, and the new project does not have overlapping aims or projects with the current grant, i.e., there must be a new research thrust.

Please submit proposal in PDF format – **one file per applicant** – through our eProp system by 5 PM on December 8, 2014. Log-In to eProp requires a WSU Access ID and [Academica](#) (Pipeline replacement) password. To submit your internal funding proposal, please follow the steps in the [Unite! Internal e-Prop user guide](#). If you have questions about entering and uploading your internal funding proposal, please contact Tim Foley at tpfoley@wayne.edu or [313-577-8357](tel:313-577-8357). If you have questions about the particular funding program, contact Sarah James at sjames@wayne.edu or 313-577-8997. If you have questions about transfer of funds for any of our programs, contact Lilly Hatzis at ab1625@wayne.edu or 313-577-2245. If assistance is required with technical issues, please contact Research.IT@wayne.edu.

EDUCATIONAL DEVELOPMENT GRANT AWARD

DEADLINE: January 30, 2015

MAXIMUM AWARD: \$5,000

As defined by the WSU/AAUP Agreement, awards under this provision are intended to aid in the improvement of teaching, the development of new departmental and inter-departmental courses, the development of new approaches to existing courses, and the employment of new materials in courses. Projects in such areas as advising, counseling and library usage are also considered. The awards may be used for summer salary, release time during the academic year, student assistants or necessary supplies and equipment.

The application form is available for download at: <http://provost.wayne.edu/awards.php>. Completed applications require the endorsement of the department chairperson (in departmentalized colleges) and the dean. Applications will be evaluated by the University Educational Development Grant Committee, and awards will be announced at the end of April 2015.

Marilyn Williamson Endowed Distinguished Faculty Fellowship

DEADLINE: February 27, 2015

MAXIMUM AWARD: \$20,000

Thanks to a generous endowment provided by former Provost Marilyn L. Williamson, the Humanities Center offers an annual Distinguished Faculty Fellowship to tenured faculty (associate and full professors) in the humanities as defined by the NEH, the arts and related disciplines. The award of this single \$20,000 fellowship is based on the merit of the individual research project proposed for the fellowship term; on the exceptional contribution the proposed project will make to the humanities and its potential for scholarly recognition and publication, exhibition or performance; and on two external recommendations in support of the project.

The endowment provides funds to offer two fellowships every third year. Consistent with the mission of the Humanities Center, interdisciplinary proposals are particularly encouraged, although all distinguished projects in the humanities will be fully considered. The Fellowship recipient will be asked to share results of the funded research in an award lecture to be organized during the year of (or following) the fellowship term.

Conditions

1. All tenured WSU full-time faculty in the humanities as defined by the NEH, the arts and related disciplines are eligible to submit proposals, except faculty who received a research award, whether external or internal, of \$5000 or more in the previous two years.
2. A faculty member may submit one proposal for which he or she is the sole applicant
3. Approved projects must be completed within three years, and a copy of the final product (book, article, exhibition catalog, video, etc.) must be submitted to the Humanities Center
4. Requests for course buyouts and summer salary supplements must be approved by the recipient's college and follow college guidelines.
5. The fellowship recipient will be asked to share results of the funded research in an award lecture to be organized during the year of (or following) the fellowship term.
6. Recipients must submit bi-annual interim reports on their approved projects to the Humanities Center through the term of the award project's completion.
7. Recipients are encouraged to participate in activities sponsored by the Humanities Center

Guidelines

Each proposal must consist of a narrative of not more than twelve double-spaced pages (excluding the application cover page), a detailed budget (explaining the budget information requested on the application cover page), and the professional record of the applicant.

1. A completed application cover page with all required signatures (not part of the twelve-page limit).
Note: in the case that a department head is applying for a fellowship, he or she should obtain the signature of his or her dean.
2. The applicant's name and his or her discipline corresponding to the project.
3. A project narrative of no more than twelve pages, which includes:
 - a. Statement of purpose

- b. Description of the preliminary hypotheses
 - c. Theoretical framework
 - d. Research methodology
 - e. Possible outcomes of the project, with publication and future research plans, if follow-up studies are anticipated.
 - f. Contribution that the project will make to the profession and to the applicant's career
4. A bibliography or list of relevant sources, not to exceed one page (included in the twelve-page limit).
 5. A detailed budget and justification by category (in addition to the budget summary on the application cover page). Summer salary, if requested, and fringe benefits costs for all relevant complies must also be included in the total budget request.
 6. The professional record and contact information of the applicant.
 7. Two external letters of recommendation in support of the project proposed for the fellowship.

Applications may be downloaded in PDF format from the Humanities Center website at www.research.wayne.edu/hum/, or picked up in the Humanities Center at 2226 Faculty/Administration Building. For more information, contact the Humanities Center at [313-577-5471](tel:313-577-5471).

Humanities Center Faculty Fellowships

DEADLINE: April 17, 2015

AVERAGE AWARD: \$6,000

Theme: "The Everyday"

The "everyday" encompasses the local, the personal, the quotidian, the episodic. Practitioners of the everyday search for what is extraordinary about the mundane, exploring and reconstructing the material realities of "ordinary" people, focusing on their qualitative, subjective, and lived experience – in all its varied complexity. The everyday has served through the ages as an inspiration for artists and musicians, dramatists and filmmakers, poets, novelists, and other writers of fiction – from Vermeer to Van Gogh, from Woody Guthrie to Woody Allen to Willy Loman, from Zola to Jay Z. Historians and social scientists have also discovered the everyday as a window on the world of the anonymous in history – the nameless multitudes, the excluded and deprived. In so doing, they show the ways in which the supposed "casualties" of progress and modernity have and exercise agency and are not the mere "subjects" of blind historical forces, i.e., of History writ large.

What is the relationship between the everyday and "high" culture, between the everyday and "high" politics? What can studies of the everyday tell us about grand themes like love and death, life and loss, the metaphysical and the metaphorical? In an age that valorizes looking at the "larger picture," to what extent can a close-up, intimate focus on the proverbial trees reveal the true nature of the forest?

We are looking for proposals that examine "Exploring the Everyday" theme from a variety of disciplinary and interdisciplinary, humanistic, and artistic perspectives. We anticipate that scholars working in literature, law, political science, history, sociology, anthropology, art, languages, and other disciplines would find this topic appealing.

All WSU full-time faculty in the humanities, arts, and related disciplines are eligible to submit proposals, except those who have received a Faculty Fellowship Award from the Center within the last two years.

Please send all the applications to: The Humanities Center Attn: Walter F. Edwards, Director 2226 Faculty/Administration Building Wayne State University Detroit, MI 48202

RESIDENT SCHOLARS' PROGRAM

DEADLINE: July 3, 2015

MAXIMUM AWARD: \$800.00

Eligibility

All full-time faculty in the humanities, arts, and related disciplines are eligible to apply, including those who are on sabbatical for all or part of the academic year.

Funding

Each resident scholar will be eligible to apply for up to \$800 to support his or her approved project. The resident scholar may use the money for travel to conferences to report on his or her approved project, or for payment for research assistance. This amount will be prorated for residents who are appointed for periods shorter than one full academic year.

Conditions

Each Resident Scholar must agree to:

1. Establish office hours at least twice a week for a minimum of three hours per session; or three times per week for two hours per session.
This is the central requirement of the program since it provides the opportunity for residents to interact frequently, and thus, to influence each other's work and develop collaborative projects.
2. Spend his/her office hours working on his/her research project, or interacting with other resident scholars having office hours.
3. Participate in roundtable sessions with other residents when these are arranged.

Application

Applicants should submit **three (3)** copies of a proposal with the following content:

1. A description of the project that the applicant would be working on during the period of his or her residency.
2. A statement indicating how the residency would enhance the professional career of the applicant and making a commitment to keep regular office hours throughout the residency.
3. A commitment to keep regular office hours throughout the residency.

For more information please visit www.research.wayne.edu/hum or call (313)577-5471.

FACULTY PROGRAMS WITH NO FIXED DEADLINES

PRE-SUBMISSION REVIEW PROGRAM

The Office of the Vice President for Research (OVPR) will consider requests to cover the expense of an internal or external scientific review of a grant proposal. OVPR will also provide support for proposal editing services.

Internal or External Scientific Review

OVPR will provide \$300 for an internal review, to be placed in the reviewer's indirect cost account, and \$600 for an external review. For departments and colleges that conduct mock study section reviews, we will provide \$500 per reviewed proposal into the indirect cost account of the department or college.

Editorial Services

OVPR will provide up to \$500 for editorial services for a grant provided the applicant has attended one of OVPR's Write Winning Grants seminars, offered two times a year, or used our Pre-Submission Program in the past for a scientific grant review, or can document participation in some other grants development activity. Dates for this year's Write Winning Grants seminars are listed on our Grant Writing Seminars website at <http://www.research.wayne.edu/seminars-training/grant-seminars.php>. Potential grant editors are listed on our Internal Funding Opportunities web page at <http://www.research.wayne.edu/funding/internal-funding.php>. This list simply provide options; these are not endorsements and you may engage any appropriate editor of your choice. If you would like to add grant editors to the list, please contact Sarah James at sjames@wayne.edu.

How to Participate

Address the request in memo format to Gloria Heppner, Associate Vice President for Research, with signature approval from the appropriate chairperson. For **external or internal scientific reviews and editorial reviews**, include the name of the researcher or editor whom you would like to review your proposal, the reviewer's institutional affiliation and title, area of specialization, and a brief statement as to why this is the appropriate person to review your proposal. For **mock study section reviews**, please provide the names of review panel, their titles and areas of specialization, the names of the applicants whose proposals will be reviewed, and the date of the mock study section review.

For ALL pre-submission review types, also include the targeted agency for the proposal(s), funding mechanism, title of project, and anticipated date of proposal submission. Requests should be submitted as one PDF through our eProp system. Log-In to eProp requires a WSU Access ID and [Academica](#) (Pipeline replacement) password. To submit your internal funding proposal, please follow the steps in the [Unite! Internal e-Prop user guide](#). If you have questions about entering and uploading your internal funding proposal, please contact Tim Foley at tpfoley@wayne.edu or 313-577-8357. If you have questions about the particular funding program, contact Sarah James at sjames@wayne.edu or 313-577-8997. If you have questions about transfer of funds for any of our programs, contact Lilly Hatzis at ab1625@wayne.edu or 313-577-2245. If assistance is required with technical issues, please contact

Research_IT@wayne.edu.

If the request is approved, the review should follow the review criteria outlined by the relevant funding agency and should be submitted through eProp when received. For external and editorial reviews, if approved, the investigator's department administrator should complete necessary paperwork (including e-mail confirmation from reviewer agreeing to the honorarium amount, which is required by Disbursements) and our office will transfer funds to cover the cost of the review. For internal reviews, the funds will be deposited into the indirect cost account of the internal reviewer.

FUNDER CONSULTATION PROGRAM

Faculty members are encouraged to learn as much as possible about the priorities and policies of individual funding agencies prior to submitting applications for support. Various resources are available to identify funds including organization web sites and consultation with WSU administrative staff (e.g., development officers for private foundations and OVPR for government funders). Faculty members are also encouraged to correspond with funder officials via e-mail or telephone. Sometimes, however, face-to-face meetings with funding officials such as NIH or NSF program officers are critical to understanding funder requirements and to develop personal contacts with funding agency staff.

Travel funds are available to allow faculty to meet personally with funding officials for the purpose of seeking advice in regard to the feasibility of application for funds for specific research projects or program areas. Application for travel funds should be submitted through our eProp system **at least one month prior to the intended travel**. **This program can fund travel and lodging, but not meals.**

Requests should be submitted as one PDF memo through our eProp system. Log-In to eProp requires a WSU Access ID and [Academica](#) (Pipeline replacement) password. To submit your internal funding proposal, please follow the steps in the [Unite! Internal e-Prop user guide](#). If you have questions about entering and uploading your internal funding proposal, please contact Tim Foley at tpfoley@wayne.edu or 313-577-8357. If you have questions about the particular funding program, contact Sarah James at sjames@wayne.edu or 313-577-8997. If you have questions about transfer of funds for any of our programs, contact Lilly Hatzis at ab1625@wayne.edu or 313-577-2245. If assistance is required with technical issues, please contact Research_IT@wayne.edu.

Funds will be transferred AFTER travel has occurred and receipts have been uploaded into e-Prop as one PDF document.

RESEARCH STIMULATION FUND GRANTS

The Office of the Vice President for Research has funds available for matches on proposals when the funding agency requires them. Requests for matching funds should be made to the OVPR well in advance of submitting the proposal. Such requests will be viewed most favorably when the PI's department and/or college contribute to the match. Commitments from the PI's department and/or

college should be obtained in writing before making a request to the OVPR.

Submit requests for matching funds in memo format, addressed to Gloria Heppner, Associate Vice President for Research. Requests should be submitted as one PDF memo through our eProp system. Log-In to eProp requires a WSU Access ID and [Academica](#) (Pipeline replacement) password. To submit your internal funding request, please follow the steps in the [Unite! Internal e-Prop user guide](#). If you have questions about entering and uploading your internal funding proposal, please contact Tim Foley at tpfoley@wayne.edu or [313-577-8357](tel:313-577-8357). If you have questions about the particular funding program, contact Sarah James at sjames@wayne.edu or 313-577-8997. If you have questions about transfer of funds for any of our programs, contact Lilly Hatzis at ab1625@wayne.edu or 313-577-2245. If assistance is required with technical issues, please contact Research.IT@wayne.edu.

DETROIT MEDICAL CENTER (DMC) FACULTY SCHOLAR AWARD

MAXIMUM AWARD: \$12,000

Purpose

The purpose of the Detroit Medical Center (DMC) Faculty Scholar Award is to encourage faculty to work with DMC nurse experts to improve health and healthcare delivery through research.

Within the DMC Faculty Scholar Award there are two areas of research emphasis: (a) clinical transformation research and (b) clinical research.

***Clinical transformation** is defined as care impacted when “living”, real-time data and its relationships are presented to the clinician for informed decision making at the moment when the patient needs that decision. **Clinical Transformation research** examines clinical outcomes, clinical interventions and evaluates the intricacies of how hospitals and healthcare providers care for patients. Clinical transformation research provides knowledge that will lead to improvements in healthcare quality, patient safety, nursing care delivery and/or cost effectiveness. It is through clinical transformation that “best care” can be operationalized.*

Automated clinical documentation, electronic medical records, and deep engagement of the clinician at the point of service are at the heart of clinical transformation.

At the DMC, the level of automated clinical documentation is one of the highest in the country. For DMC inpatients, there is one database that contains data for all inpatient encounters in the eight DMC sites. Many patient assessments (e.g., admission, pain, wound), laboratory and diagnostic test results, pharmacy/medication data, and intervention activities including patient education are recorded in the database. That means that if one wanted to look at a specific condition or clinical process, it would be possible to define reports that could give information about the patient process and outcomes. Glycemic control, asthma, immunization, and medication scanning are a few of the areas that one could investigate.

Other areas of clinical transformation research may focus on the impact of high level automation when it intersects with clinical practice. Potential clinical transformation research questions could include:

What is the effect of the act of real time documentation at a computer upon the nurse-patient dyad communication? What is the experience of the patient and family as they interact in a clinical environment that is 'automated'...do they feel safer, more informed? What happens to the critical judgment skills of a clinician when daily use of a computer offers drop down menus or predetermined choices for the clinician to document? What are the characteristics of an automated clinical documentation system that make nursing workflow more smooth and functional? What is the most effective way to use computers to accomplish patient education?

Clinical research targets persons or groups receiving care at DMC facilities and may focus on studies of mechanisms of human illness experience or behavior, health behaviors or factors influencing health behaviors, or studies of therapies or interventions to improve health outcomes or health behaviors. The scope of clinical research is broad, similarly the populations served at DMC sites represent the breadth of clinical inquiry.

Research Funding

Funds for the Faculty Scholar Award are provided by the Detroit Medical Center and administered by the Office of Health Research (OHR)

Grants/Funding

2 Clinical Transformation Research Awards per year—each up to \$12,000

2 Clinical Research Awards per year—each up to \$12,000

Projects must be completed within a 12-month time frame (e.g. data collection, analysis, and final report)

Application/Application Deadline

Proposals must be submitted by the last Tuesday of the month and are reviewed by the DMC Nursing Research Council (NRC) during the next available meeting (currently the 2nd Tuesday of each month). The Principal Investigator may be requested to attend the NRC meeting at which the proposal will be reviewed to address questions and provide clarifications.

Notify the Office of Health Research of intent to submit one month prior to submission.

All proposals are expected to undergo a pre-submission review of the science and methods to be arranged through the OHR. Completed applications must be submitted by email attachment to Dr. April Vallerand, april.vallerand@wayne.edu who will forward to the NRC for review.

Proposals are accepted any time.

DMC Nursing Research Council Review Criteria

Individual proposals will be evaluated according to the following criteria: (a) potential of research to positively influence DMC nursing and healthcare practice; (b) feasibility of recruiting participants and obtaining proposed sample size within the specified timeline; (c) feasibility of implementation of the

proposed research in the DMC; (d) appropriateness of budget (not to exceed \$12,000; only expenses essential to conducting the proposed research will be funded, no indirect costs are allowed, summer salary and purchase of personal computers are prohibited, dissemination expenses are not allowed); (e) clarity and soundness of budget justification; (f) appropriateness of involvement of College of Nursing faculty and/or students and DMC nurses/administrators; and (g) innovativeness.

Eligibility Criteria and Conditions of Funding

- Proposal addresses one of the areas of DMC Scholar Award research emphasis (either clinical research or clinical transformation research).
- Research team is composed of at least one CON doctorally-prepared faculty member and one DMC nurse who will work together as co-investigators.
- Completed research application and any appendices must be submitted to Dr. April Vallerand by email attachment; she will forward to NRC for review.
- Research project will be ready to implement upon receipt of funds.
- Submit a 6 month progress report to Dr. Margaret Campbell, Chair of the NRC, at m.campbell@wayne.edu and to Dr. April Vallerand, april.vallerand@wayne.edu
- Submit a 12 month final report to Dr. Margaret Campbell and to Dr. Vallerand within 30 days of completion of project.
- Present research annually at the College of Nursing Research Day.
- Present research annually at the DMC Nursing Research and Evidence-based Practice Day
- Credit DMC Faculty Scholar Award in all publications and presentations of the research.
- Prepare and submit a manuscript for publication in a peer-reviewed journal; publication is expected within one year following completion of the award.
- Submit a research proposal for external funding within one year following completion of the award building on the findings from the project funded by the DMC Scholar Award.

Other Conditions

- Proposals **must** undergo College of Nursing pre-submission review to ensure scientific merit before submission to the DMC's NRC.
- The Principal Investigator **may be invited** to attend the NRC meeting at which the proposal will be reviewed, if the NRC deems it necessary; specifics, including meeting time and location, will be arranged by Dr. Margaret Campbell.
- Prior to beginning the proposed project, documentation verifying the project has been approved by the WSU Institutional Review Board and the DMC Research Review Authorization must be received by the NRC and OHR. Submit documentation to Dr. Margaret Campbell.
- Documentation of these approvals is required before receipt of any monies.
- Post-award changes in budget allocations must be approved in writing by the OHR and NRC; monies not spent by the end of the 12-month project will be returned to the DMC Scholar Award fund.

For more information about application instructions contact Dr. April Vallerand, april.vallerand@wayne.edu

GRADUATE STUDENT PROGRAMS WITH FIXED DEADLINES

GRADUATE TRAVEL PROGRAM

FALL DEADLINE: September 18, 2014 for Fall 2014

WINTER DEADLINE: December 12, 2014 for Winter 2015

SPRING/SUMMER DEADLINE: April 17, 2015 for Spring/Summer 2015

MAXIMUM AWARD: \$300.00

Eligibility

All graduate students in the humanities, arts, or related disciplines. Students outside of the traditional humanities should demonstrate that their proposed presentations have significant humanistic or artistic content.

The applicant must be the sole presenter, or the principal presenter in a group presentation. In the latter case, only one student will be funded from the group. Only one student per department will be funded to go to a particular conference.

Funding

The Center budgets up to \$3,000 in the 2014-2015 academic year to support this program.

In an effort to spread this funding across the full academic year, the Center budgets \$1,200 for the Fall Semester, \$1,200 for the Winter Semester and \$600 for the Spring/Summer Semester.

The funded will be awarded on a first-come-first-serve basis each semester. Each award recipient will be funded up to \$300 for travel to conferences or exhibitions held nationally or internationally between September 1, 2014 and August 15, 2015.

Guidelines

There is no application form. Each applicant must submit the following before attending the conference:

1. A cover letter including the student's department affiliation, a mailing address, e-mail address, the name and location of the conference to be attended and the dates on which will travel.
2. Evidence that his or her paper/artwork has been accepted by the conference or exhibition. This should take the form of a letter to the student, on official stationary, from the conference/organizers.
3. An abstract of the paper to be presented or description of the work to be exhibited.
4. A short personal statement indicating the significance of this presentation to the student's academic future professional career.
5. An itemized estimated budget including, if applicable, financial support from other units.
6. A letter from the student's advisor in support of his/her application.

Applications should be sent to The Humanities Center, Attn: Walter F. Edwards, Director, 2226 Faculty Administration Building. For more information about the Humanities Center and its programs, please contact the Center at [577-5471](tel:577-5471) or visit our website at <http://www.research.wayne.edu/hum/>.

THE HUMANITIES CENTER DOCTORAL DISSERTATION FELLOWSHIP

DEADLINE: October 17, 2014

MAXIMUM AWARD: \$15,000

The Humanities Center and the Graduate School are proud to announce their continued collaboration on funding the Humanities Center Doctoral Dissertation Fellowship beginning in the Winter 2015 Semester. This annual fellowship will award \$15,000 to a humanities or arts doctoral candidate in the final stages of writing his/her dissertation. The fellowship also includes University health insurance coverage during the winter and spring/summer semesters. The applicant must already be in the process of writing the dissertation and must complete all requirements, including the final defense, by the end of the Spring/Summer Semester 2015 or shortly thereafter. Up to three smaller awards of \$500 each could be made at the discretion of the sponsors. The fellowship award will be dispensed as monthly stipends between January and August. This new fellowship should be distinguished from the Edward Wise Dissertation Fellowship which will be suspended until further notice.

Applicants for this fellowship must be doctoral candidates preparing dissertations in the humanities, arts, or related disciplines. These disciplines include philosophy, languages, linguistics, literature, history, jurisprudence, archaeology, comparative religion, ethics, the arts, those aspects of social sciences that have humanistic content and employ humanistic methods, and the study and application of the humanities to the human environment.

To be eligible for the Humanities Center dissertation fellowship, an applicant must be enrolled in good standing as a PhD candidate in a humanities or arts discipline at WSU; must have the dissertation topic, outline, and prospectus approved by his/her dissertation committee, and by the Graduate School by the application deadline of October 17, 2014; and have completed all requirements for the PhD, except the dissertation. The recipient of the fellowship cannot hold a teaching position or have other major employment.

Applications may be downloaded in PDF format from the Humanities Center website at www.research.wayne.edu/hum/, or picked up in the Humanities Center at 2226 Faculty/Administration Building. For more information, contact the Humanities Center at [313-577-5471](tel:313-577-5471).

DEAN'S DIVERSITY FELLOWSHIP

DEADLINE: February 9, 2015

The Dean's Diversity Fellowship is designed to attract new doctoral students to Wayne State University; it cannot be awarded to continuing students. The fellowship covers one academic year during which fellows have no service requirements. The fellowship includes a living allowance of \$20,000, tuition up to ten graduate credits per term, as well as subsidized medical, dental insurance and vision care insurance for twelve months.

Graduate programs must accept responsibility for supporting the student at the Graduate Assistant minimum compensation rate in year two of study. Five fellowship awards will be allocated for the 2014-

15 academic year. Additional information and nomination process can be found on the Graduate School website at <http://www.gradschool.wayne.edu/Current/finaid.asp>.

GRADUATE-PROFESSIONAL SCHOLARSHIPS

DEADLINE: March 2, 2015

The Graduate School sponsors one competition annually for Graduate-Professional Scholarships (GPS). The competition is held for academic year tuition awards (fall and winter terms only). Scholarships are offered to qualified applicants pursuing graduate (Master's, Ph.D.,) or advanced professional (Ed.D., M.S.W.) degrees in all university programs. New students should apply for graduate admission no later than December and must be admitted to a graduate program by May 1 to be considered in the competition. Applicants should confirm their admission status with their academic department. Awards are based on merit and available to full-time students. The scholarship will provide resident tuition payment from six to ten graduate credits each term for the fall and winter terms. Students holding graduate assistantships or tuition paying fellowships, internships, traineeships or scholarships, and salaried or full-time employees of Wayne State University are not eligible to hold this award.

Additional information and applications are available on the Graduate School website at <http://www.gradschool.wayne.edu/Current/finaid.asp>. Students pursuing the J.D. or M.D. degrees are not eligible for this award and should consult the Law School or School of Medicine concerning financial assistance.

THE KING-CHAVEZ-PARKS FUTURE FACULTY FELLOWSHIP PROGRAM

DEADLINE: April 1, 2015

The Graduate School sponsors a competition annually for King-Chavez-Parks Future Faculty Fellowships. The KCP Fellowship provides an annual stipend. A student can reapply for the award for up to three years and a maximum of \$35,000. The purpose of the Fellowship is to assist students who intend to pursue a full-time teaching position in a postsecondary institution within one year of receiving their doctoral degree at Wayne State University. Applications are encouraged from minorities, women, persons with disabilities and individuals from cultural, linguistic, geographic, and socio-economic backgrounds, who would otherwise not adequately be represented in the graduate student and faculty populations. Eligible applicants must also be United States citizens or permanent residents and have Michigan residency status as defined by the university. The Fellowship may be used to supplement other awards.

Additional information and applications are available on the Graduate School website at <http://www.gradschool.wayne.edu/Current/finaid.asp>. Students pursuing the J.D. or M.D. degrees should consult the Law School or School of Medicine concerning financial assistance.

SUMMER DISSERTATION FELLOWSHIP

DEADLINE: December 12, 2014

The Graduate School annually holds a competition for **Summer Dissertation Fellowships** for advanced Ph.D. students. The Fellowship period covers the months of June, July and August and provides summer

support to recipients while they work full-time on their dissertations. Consideration will be given to Ph.D. candidates who have an approved prospectus on file and anticipate defending their dissertations within the academic year following the Fellowship period. The application requires the signed endorsement of the dissertation advisor, confirming that the student has sufficient resources and faculty support to conduct full-time dissertation work during the summer. The most recent Annual Review must also be included in the application. Former recipients of a Summer Dissertation Fellowship are ineligible. Applications can be found at: <http://gradschool.wayne.edu/funding/dissertation.php> .

GRADUATE STUDENT PROGRAMS WITH NO FIXED DEADLINES

GRADUATE STUDENT PROFESSIONAL TRAVEL SUPPORT

MAXIMUM AWARD: \$500

Limited Graduate School travel support is available for master and doctoral students who are presenting scholarly papers or posters at major professional meetings. Departmental dollar per dollar cost sharing is required. Information and applications are available at the student's school/college dean's office and/or department.

THESIS AND DISSERTATION RESEARCH SUPPORT

Maximum Award: \$500 thesis; \$1,000 dissertation

The Graduate Thesis/Dissertation Research Support Program is a grant program for WSU graduate students who are engaged in approved thesis/dissertation research. These grants are intended to help defray necessary but unusual expenses essential to the performance of thesis or dissertation research. Reimbursement for costs associated with preparation of the thesis or dissertation manuscript itself are not allowable under this program. Awards are limited to a maximum of \$1,000 for dissertation research and \$500 for thesis projects. Matching support from the student's department is required. Eligibility is restricted to one award per student per degree. Expenses must be approved before the related research activity begins and funds from the Thesis/Dissertation program must be spent within six months of the date of award; original receipts must be submitted within the same six month period to confirm appropriate use of the funding. Additional information and applications are available on the Graduate School website at <http://gradschool.wayne.edu/funding/dissertation-support.php>. Applications should be submitted to the Graduate School at 5057 Woodward, Suite 6305 (577-2172).

AWARD FOR GRADUATE STUDENTS WHO COMPETE FOR EXTERNAL FELLOWSHIPS

Graduate students who apply for an external fellowship might be eligible for a \$1,000 award to supplement their research activities. Students would be eligible for the \$1,000 award if:

- the external fellowship is offered from a national or international agency or institution, with awards being determined through a competitive (i.e. peer-reviewed) process, and
- the competitive award is equal to or greater than the minimum stipend of a WSU graduate assistantship in the same discipline during the award year. Information regarding current year stipend minimum is available at <http://gradschool.wayne.edu/assistantships/compensation.php>.
- the applicant has not already received the \$1,000 incentive for a previous external fellowship application

Graduate students should submit a copy of their external fellowship application, along with the terms and conditions of the fellowship award, evidence that the application was successfully received by the

funding source, and a letter of support from the student's advisor. The packet of information should be sent to the attention of Cindy Sokol, The Graduate School, 5057 Woodward, Suite 6305.

AWARD FOR GRADUATE STUDENTS WHO RECEIVE EXTERNAL FELLOWSHIPS

Graduate students who receive externally-funded fellowships may be eligible for subsidized medical insurance as well as coverage for tuition shortfalls as a result of the funding not providing full tuition coverage. Detailed information is available at: <http://gradschool.wayne.edu/funding/incentives.php>.

AWARD FOR GRADUATE STUDENTS WHO OBTAIN EXTERNAL SUPPORT

DEADLINE: Requests should be submitted within one month of external award notification

MAXIMUM AWARD: \$2,000

This program provides supplemental research funds for individual students who are successful in obtaining monetary support from an external agency specifically related to a research project. Awards are 25% of the award amount to a maximum of \$2,000 to use as supplemental research funds. Half of the total award is provided to the student and the other half to his/her advisor's indirect cost account. An academic scholarship or appointment to an institutional training grant does not qualify a student for this support program. Money is to be used to support the externally funded research project, e.g. research equipment, subject payment, database subscriptions.

Address requests in memo format to Gloria Heppner, Associate Vice President for Research. Memos should include a brief description of the research project, projected budget and budget justification, advisor and student name, department, and contact information. Please include a copy of the award verification with the request. Requests should be submitted as one PDF through our eProp system. Log-In to eProp requires a WSU Access ID and [Academica](#) (Pipeline replacement) password. To submit your internal funding proposal, please follow the steps in the [Unite! Internal e-Prop user guide](#). If you have questions about entering and uploading your internal funding proposal, please contact Tim Foley at tpfoley@wayne.edu or [313-577-8357](tel:313-577-8357). If you have questions about the particular funding program, contact Sarah James at sjames@wayne.edu or 313-577-8997. If you have questions about transfer of funds for any of our programs, contact Lilly Hatzis at ab1625@wayne.edu or 313-577-2245. If assistance is required with technical issues, please contact Research_IT@wayne.edu.

THOMAS C. RUMBLE UNIVERSITY GRADUATE FELLOWSHIPS

DEADLINE: Determined by the School or College Dean's Office

The Graduate School provides support to schools and colleges for Thomas C. Rumble Fellowships. Full-time graduate students pursuing a Ph.D. degree are eligible. The academic year, non-service award includes: a stipend, tuition scholarship as well as subsidized medical, vision and dental insurance coverage. Students may not concurrently hold a graduate assistantship, other fellowship, internship, traineeship, scholarship, or full-time employment. Information is available from applicant's Dean's Office.

FUNDING PROGRAMS FOR UNDERGRADUATE STUDENTS

Undergraduate Research Opportunities Program (UROP)

The UROP program is supported by the Office of the Provost and is located in room 4001 of the Faculty Administration Building. [Contact Person: Matthew Orr (ba5782@wayne.edu)]

UNDERGRADUATE RESEARCH AND CREATIVE PROJECTS AWARD

WINTER-SPRING/SUMMER RESEARCH APPLICATION DEADLINE: Friday before Thanksgiving

SPRING/SUMMER-FALL RESEARCH APPLICATION DEADLINE: Friday after Spring Break

The Undergraduate Research and Creative Projects Awards are intended to expand the opportunities for undergraduate students to work under the guidance of a Faculty mentor and participate in research and creative projects. Undergraduate students are invited to submit proposals for research or creative projects. Research projects will normally focus on the development and testing of a hypothesis or theory using methods relevant to one or more academic discipline. Creative projects may involve the development of new materials--for instance artistic, literary, educational, or physical--by methods other than those traditionally considered as research.

The Undergraduate Research Opportunities Program (UROP) will provide funding of up to \$2,300 to the student(s), and \$750 to the faculty mentor for accepted proposals. If students are working together on the same project, the award will be divided equally among them. Faculty mentors are limited to a single \$750 award per award cycle, regardless on the number of students they are mentoring.

UROP is part of the Office of the Provost and is located in 4001 FAB. (313) 577-9226. E-mail questions to urop@wayne.edu.

UNDERGRADUATE RESEARCH AND CREATIVE PROJECT TRAVEL FUNDS

Undergraduate students, who are invited to present their research at a conference, or perform/exhibit their creative project at a refereed event, may apply to UROP for a travel award. UROP may provide reimbursement up to \$350 of their approved travel expenses.

Application forms can be found by visiting the UROP website at <http://uop.wayne.edu/>, and click on "travel funding." Completed applications must be submitted to UROP, 4001 Faculty Administration Building at least four (4) weeks prior to the departure date. Retroactive funding of travel will not be considered.

OPPORTUNITIES FOR U.S. Scholars

For more than 65 years, American academics, administrators and professionals have taught and conducted research abroad through the Fulbright Scholar Program. Scholars have benefited from an enhanced appreciation of the global impact of their academic specializations, a reinvigorated classroom presence and a desire to become major participants in their home campuses' internationalization. Fulbright helps faculty and administrators build a "multiplier effect" by infusing cross-cultural perspectives into curricula, revitalizing teaching methods and opening doors for international colleagues and students.



Core Fulbright U.S. Scholar Program

Each year the Core Fulbright U.S. Scholar Program provides approximately 800 grants in more than 125 countries to support teaching and research in a wide variety of academic and professional fields. Scholars contribute not only to their host institutions but also their home universities and colleges. Recently, Fulbright has introduced new options to better accommodate the interests and commitments of today's scholars, including innovations that increase flexibility, impact and scope of the program.

The Core Program also includes Distinguished Chair awards, a group of highly selective awards intended for eminent scholars with records of significant publications and outstanding teaching.

German Studies Seminar

Typically focused, this two-week seminar is designed for a small cohort of scholars of German studies and other disciplines. It features substantive dialogue with political, academic, scientific, journalistic and cultural leaders in Germany.

Fulbright International Education Administrator Seminars

Fulbright IEA Programs are open to experienced international education administrators and other senior administrators responsible for enhancing the international dimensions of their institutions. These 2 week seminars engage U.S. administrators with overseas peers in a comparative study of the society, culture and higher education systems of France, Germany, India, Japan, South Korea or the United Kingdom.

Fulbright Specialist Program

The Fulbright Specialist Program promotes linkages between U.S. scholars and professionals and their counterparts at host institutions overseas. The program awards grants for short-term (2-6 weeks) collaborative projects in over 140 countries and 24 academic disciplines. Shorter grant lengths give Fulbright Specialists greater flexibility to pursue projects that work best with their current academic or professional commitments.

For more information about the Fulbright Scholar Program or for assistance on your application, please contact Ms. Jaclyn Assarian, campus representative for faculty programs, at 313-577-9319 or fd7174@wayne.edu.

COMMENTS

If you would like to comment on this booklet, please email Sarah James at sjames@wayne.edu