

# 10 Quick Tips regarding Research, Contracts and Grants

1. Is it money going out? If so, it involves Purchasing.
2. Is it money coming in? If so, it involves Research.
3. Clinical research involves IRB approval. Training is involved as well.
4. If you conduct clinical research in collaboration with a faculty person from another institution, you still are required to file for IRB approval.
5. Indirect costs are applied to most contracts and grants. Please check before finalizing a budget with an outside agency. If an agency doesn't specifically indicate a preset cost, you are obligated to use University rates.
6. A faculty person cannot enter into agreement with a sponsoring agency. The contracting party for OUHSC is "The Board of Regents of The University of Oklahoma."
7. Likewise, a faculty person cannot legally sign a contract agreement.
8. Solicited funds from a pharmaceutical company may or may not result in a grant agreement.
9. A routing process exists for either contracts or grants. Please do not submit your contracts and grants directly to the Office of Research Administration. Please allow enough time for internal (college) review prior to submission to ORA. Routing forms are explained in the Research Handbook.
10. If in doubt on any issue involving money coming into the college, please contact Jeff Wetmore (x47385) or Paula Meder (x47271).