



# MEDICINE RESEARCH

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Produced by the MD Center Research Office  
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<http://www.med.umn.edu/gro/>

## IRB APPROVAL PROCESS

All Class III IRB applications must undergo a Departmental review by Craig Weinert and Dan Weisdorf. Since Dale Hammerschmidt has already been reviewing DOM IRB applications for a year (focusing on human subjects and consent issues) we want to integrate his work into the more formal University-mandated process without increasing the time it takes to obtain the Chairman's signature, return it to the PI and send to the IRB.

Applications (single copy of the IRB applications and accompanying protocols) should be brought to Kayla Hardie (626-9691) in 14-124 PWB for logging-in. Do not drop off applications at Dr Hammerschmidt's office in Masonic. A stack of the pre-IRB review forms will be available on her desk. These forms should be completed to indicate whether the application is Class I, II or III. If Dale is in, Kayla will deliver all applications to him in Masonic. When his review is completed, it will go to the Chairman's Office for signature if the application is Class I or II. If it is Class III, Dan and Craig will review the application, sign the form and forward it to Dr. Ravdin's office. Then Kayla will send an email to the PI stating the pre-IRB review is completed. If Dale is not available, then all applications go straight to Dan and Craig. In the occasional situation where revisions for scientific validity are required, Dan or Craig will contact the PI with suggestions. For uncomplicated applications the turnaround should be 2 days or less.

## RESEARCH OFFICE UPDATE

The Research Office has hired a second Grant Coordinator to assist faculty with grant preparation in those divisions who do not have their own grant person. Division assignments are as follows:

- **Lola Blackledge** – ID\*, GI\*, and Renal ([black060@umn.edu](mailto:black060@umn.edu), 626-0620)
- **Wendy Diedrich** – DEM, Gen Med and Faculty Transfers ([diedr006@umn.edu](mailto:diedr006@umn.edu), 624-7181)

Please see attached document for Grant Coordinator responsibilities: [S:\Center\Research\public\Research\office\job\\_duties.doc](S:\Center\Research\public\Research\office\job_duties.doc)

With the complexity of Grants.gov it is very important that the PI follow the Grant Deadline Policy regardless of whether they are using a Grant Coordinator in the Research Office or their divisional grant person.

For more information on the Grant Deadline Policy, please see the following:

<http://www.med.umn.edu/img/assets/8803/GrantDeadlinePolicy.doc>

\*excludes faculty at TRF. Lisa Turnquist will continue to assist with your grants.

## IRIS: A FUNDING SEARCH TOOL

The Office of the Vice President for Research received positive feedback regarding the IRIS funding search database has added IRIS to the portfolio of funding search tools that the University subscribes to. You can access IRIS through the Search Tools link of the newly updated OVPR Funding Resources website at

<http://www.research.umn.edu/opportunities/>

If you would like to learn more about how to use IRIS, Sponsored Programs Information Network (SPIN), Community of Science (COS), and Foundation Directory Online (FDO), you can register for a workshop that provides an overview of these resources at:

<http://www.lib.umn.edu/registration/index.phtml#eventidXX18>