

Things to Do ... Places to Go ... Before Submitting Your Grant Application to a Sponsor

Grant & Contract Administration: <http://www.yale.edu/grants/>

To contact our staff, see: <http://www.yale.edu/grants/contacts/>

Funding Opportunities http://www.yale.edu/grants/funding_info/

Policies & Compliance <http://www.yale.edu/grants/policies/>

Forms (Yale, NIH, and Other Agencies) <http://www.yale.edu/grants/forms/>

Proposal Development

Writing Your First Grant, How to Write A Better CV, How to Write A Successful R01, etc.

http://www.yale.edu/grants/proposal_dev/index.html

Other information and tips for writing successful proposals

http://www.yale.edu/grants/proposal_dev/

Electronic Submission through Grants.gov: <http://www.yale.edu/grants/grantsdotgov/>

Publications and Resources (Links for Community of Science, NIH, and Yale Compliance & Administrative Offices)

<http://www.yale.edu/grants/publications/>

Proposal Summary & Certification Form (ProSum)

<http://www.yale.edu/grants/forms/docs/ProposalSummaryandCertificationForm.xls>

If your research proposal includes animals,

See: Yale's Institutional Animal Care & Use Committee (IACUC) about participating in an orientation and training, and how to submit a protocol involving animals: <http://iacuc.yale.edu/>

Does your proposal include human subjects?

See: Yale's Human Investigation Committee offices (HIC, HSC): <http://info.med.yale.edu/hic/>; <http://www.yale.edu/hsc/>

and information on human subjects training at Yale: <http://info.med.yale.edu/irbtraining/>

and information provided by NIH: <http://ohsr.od.nih.gov/>

Have you completed your Annual Conflict of Interest / Conflict of Commitment form?

See: <http://www.yale.edu/provost/html/coi.html> for the disclosure statement and form

Will your research potentially result in discoveries or inventions that are patentable?

See Yale's Office of Cooperative Research (OCR) information and policy on patents:

<http://www.yale.edu/ocr/>

If your proposal requires a transfer of materials (MTA),

Incoming and Outgoing, see: <http://www.yale.edu/grants/mta/>

Are you working with substances for which environmental health or safety can be of concern?

See Yale's office of Environmental Health & Safety (OEHS): <http://www.yale.edu/oehs/>

HIPAA Privacy & Policy, Training (for all YSM employees): <http://info.med.yale.edu/hipaa/>

Yale University Training Requirements Assessment:

(required annually and as your responsibilities or projects change, to ensure training compliance)

https://medapps13.med.yale.edu/tms/tms_assessment_pkg.frontpage

Helpful Anytime . . .

Faculty Handbook: <http://www.yale.edu/provost/html/facultyhb.html>

Sponsored Projects Handbook: <http://www.yale.edu/grants/policies/pdf/handbook.pdf>

YSM Office of Faculty Affairs: <http://info.med.yale.edu/faculty/>

YSM Training: <http://info.med.yale.edu/training/>

Yale University Policies & Procedures (jump page): <http://apps.business.yale.edu/ppdev>

Yale University Learning Center: <http://learn.caim.yale.edu/lcdb/>

Yale Office of Postdoctoral Affairs: <http://www.yale.edu/postdocs/>

Yale Office of Research Administration: <http://www.yale.edu/researchadministration/>

YALE POLICY ON GRANT & CONTRACT ADMINISTRATIVE REVIEW

University Policy states that ALL proposals -- hard copy (paper) or electronic -- must be reviewed by the Office of Grant & Contract Administration and have University signature approval prior to submission to any sponsor or agency.

At least 5 working days should be allowed for administrative review.

Grants and Contracts must be accompanied by a [Proposal Summary & Certification Form](#).