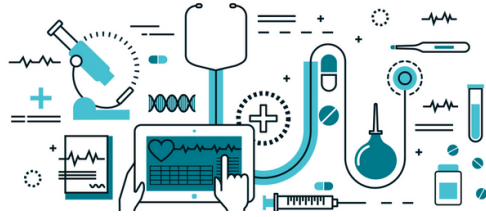


SOM Research Administration Resources



Welcome!

The SOM Research Administration Services Team provides pre- and post-award research administration support to departments, centers, and institutes within the School of Medicine.

Our goals are to...

- Be a trusted partner of SOM faculty and department, center, and institute administrators in support of their research goals.
- Assist PIs and students every step of the proposal process, adhering to School of Medicine SOPs and VCU policies along the way.
- Monitor active awards for potential post-award actions on a regular basis.
- Ensure expenses are being applied appropriately and compliantly to all active awards.
- Continually share with and learn from our peers.

** COVID-19 Research Administration Links

Top Links

[** New ** Tips for Successful Proposal Submissions](#)

[Obtaining Review and Signature in the SOM Office of Research Administration](#)

[SOM Cost Share Policy Statement](#)

[SOM Process for Cost Share Exceptions or Advanced Approval](#)

[SOM Research Administration SOPs](#)

[Process Documentation](#)

[Reference Docs, Instructions, and Examples](#)

[Spreadsheets and Templates](#)

[Proposal Budgeting Tools](#)

All Links

[SOM Research Administration SOPs](#)

[Obtaining Review and Signature in the SOM Office of Research Administration](#)

[Process Documentation](#)

[Reference Docs, Instructions, and Examples](#)

[Spreadsheets and Templates](#)

[Proposal Budgeting Tools](#)

[Guide for New Research Administrators](#)

[Tips from OSP](#)

[Frequently Used Forms](#)

[Research Dashboard](#)

[School of Medicine Evaluation of Fixed Price Closeout Requests](#)

SOM Research Admin Services Internal Resources

[Office Policies](#)

[SOM Reviews and Approvals \(Formerly SOMPROPOSALS\)](#)

[Google Drive Pre-Award Tracking Spreadsheet](#)



[Department Guidance for Submitting Fixed Price Closeouts for SOM Review/Approval](#)

[Past SOMRA Update Meetings](#)

SOM Research Administration Services Team

Kaye, Vinay, John, Scarlett, Tiffany, Chandler	Neurosurgery, ENT, Ob/Gyn, Orthopaedic Surgery, IWH, Surgery, Pathology (Pre-award), Anesthesiology, Emergency Medicine, Neurology
Kate, Julie, Audrey, Jake	VIPBG, Psychiatry, Physiology, Human & Molecular Genetics, SOM Dean's Office/Evaluation Studies, Ophthalmology, Radiation Oncology, Radiology, Center on Health Disparities
Candice, Kati, Kim, Karen	Health Behavior & Policy, Pharmacology & Toxicology