

## **Policy on Routing and Approval of Intramural Research Proposals Effective April 1, 2009**

Proposals selected for funding through an intramural research program (administered through an externally funded project) require approval through the Office of Research. The UMMC Office of Research transmittal form [http://dor.umc.edu/RT/Forms/e\\_Transmittal\\_Nov08.pdf](http://dor.umc.edu/RT/Forms/e_Transmittal_Nov08.pdf) should be completed, signed by the Principal Investigator(s) and Department Chairman and submitted, along with the proposal package, to the Office of Research for routing/approval. Compliance approvals (IRB, IACUC, IBC, Radiation Safety) will be verified. Office of Research approval is required prior to an account being created and any funds being expended for project activities.

### **Departmentally-funded projects**

Proposals funded through departmental accounts do not require routing through the Office of Research. Department Chairmen are responsible for assuring that any departmentally-funded projects have appropriate compliance approvals (IACUC, IRB, IBC, etc.) and contain appropriate budget expenditures.