Overview of Sponsored Program Life-cycle at VCU

START

PI prepares proposal in RAMS-SPOT database, completing funding proposal smart form and primary budget, and cost share budget, if applicable

PI Submits Proposal to OSP

VCUeRA: Utilize RAMS-SPOT, OSP's database for proposal development, routing and approval

PI/Project:
Coordinate with G&C, OSP, &technology transfer offices to complete close out of project

Complete close out procedures at end of project:
-scientific report
-financial report
-invention report
-property report (if needed)

OSP reviews proposal and returns approved documents to PI for submission to sponsor or OSP submits electronically to sponsor

PI Approvals:
IRB
IACUC
Export Control
COI
Intel Property
Tech Transfer
Certifications

PI/Project:
Must adhere to sponsor guidelines as specified in award notice-

Federal Regulations: FAR or Uniform Guidance 2 CFR 200

State Regulations

Sponsor Regulations

G&C Accounting Office in conjunction with PI, Department set up Banner indexes for award administration and award costs

OSP receives award notification from Sponsor and negotiates changes if needed. Post Award team notifies PI & FA of award (authorizes award in RAMS-SPOT database)

Sponsor reviews proposal and makes award

Sponsor may require additional information including compliance approvals before funding. Sponsor may decline based on available funds, scientific merit, compliance, etc.