



Health Colleges Research Services **News and Announcements**

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SINGLE IRB PROCESS AT MSU

By Theresa Couch

NIH proposals that include more than one domestic site (i.e. one or more subawards) participating in non-exempt human subjects research require a single IRB Plan for submission. The Human Research Protection Program (HRPP) office will review the proposed sIRB and assist with preparing this document for the proposal.

To begin the HRPP review process, submit the [HRP-562 Template](#) in Click as a New Study submission. HRPP will review the submission and must agree upon the selection of the sIRB. HRPP will request acknowledgement letters from all domestic sites agreeing to rely upon the proposed sIRB.

The sIRB request in Click should be initiated when MSU is the lead applicant or a subrecipient on an NIH proposal subject to sIRB. More details on this process are available on the [HRPP website](#).

Please submit the sIRB request in Click early in the proposal process to allow time for HRPP review. Contact IRBReliance@ora.msu.edu with questions.

REVISED COMMON RULE AND SINGLE IRB PRESENTATION IN GRAND RAPIDS

By Erin Gorman

On November 13th from 10:00-11:00 am, The Human Research Protection Program staff will present information on the Revised Common Rule and Use of Single IRB for NIH funded projects at the Grand Rapids Research Center.

Immediately following the HRPP presentation, Dave Chesla from the Spectrum Health Biorepository will discuss current and future collaborations with MSU from 11:00-11:30. More information will be provided via email as details are finalized.

INSTITUTIONALLY LIMITED PROPOSALS

By Teresa Thomas

Sponsors occasionally restrict the number of submitted proposals from a single institution. These are commonly

referred to as Institutionally Limited Proposals (ILP). Michigan State University (MSU) has a limited submission process which prevents more than the allowable number of applications from being submitted to the sponsor. The Office of the Vice President for Research and Innovation (VPRI) coordinates the review and selection of the proposal going forward from MSU. MSU's process is found on the [Institutionally Limited Process](#) webpage. The approval email from the VPRI will be required to move forward with your submission.

While the VPRI office tries to identify all institutionally limited funding opportunities, they cannot guarantee and list all available. VPRI compiles known ILP's on their [insitutionally limited opportunity list](#). Should you locate an institutionally limited opportunity not on the ILP's list, please email it to limited@msu.edu and copy HCRS.Proposals@msu.edu. If the deadline is less than 8 weeks out, the VP's office will ask you to complete only the cover page to claim the right to submit on behalf of MSU.

SciENcv Tool

By Theresa Couch

SciENcv is an online tool provided by the National Center for Biotechnology Information to help you manage and generate compliant biosketches for applications. SciENcv supports NIH research, NIH fellowship, NSF, and IES biosketch formats.

[SciENcv](#) is accessed through My NCBI. If you link your eRA Commons, FastLane, and/or ORCID iD accounts with SciENcv you can import information from those accounts into your SciENcv profile for easy data population (e.g. education/training, positions, current awards, PMCIDs). From there, you can add, delete, or edit relevant information in your biosketch for a specific proposal and export the file in PDF or Word format. You can also assign delegates to view and manage your biosketch!

Watch this quick [3 minute video](#) for an introduction to the SciENcv tool. More video tutorials are available on [NCBI's YouTube channel](#). Written instructions are available at [My NCBI Help](#).

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