

PI COI Process for Grants

Grant Submissions

*PI must communicate with listed investigators to complete disclosure form

PI Turns In Office of Sponsored Programs (OSP) "Proposal Approval Form" to the COI@evms.edu mailbox

Office of Research verifies "Disclosure of External Financial and Time Commitments Form" is on file for all personnel listed on "Proposal Approval Form"

Office of Research sends PI and Office of Sponsored Programs email that all personnel have "Disclosure of External Financial and Time Commitments Form" on File

Now OSP CAN SUBMIT GRANT

PI COI Process for Grants

New Awards/Renewals

Office of Research emails PI the Office of Research "Grant/Contract Compliance Form" and the "Disclosure Certification Form"



PI sends COI@evms.edu completed Office of Research "Grant/Contract Compliance Form" and "Disclosure Certification Form" for all personnel listed on Office of Research "Grant/Contract Compliance Form"



COI Training to be completed by all personnel listed within last four years



Now OSP can release funds

PI COI Process for Grants

Sub-recipients (sub) (PHS Only)

