

Welcome to Research at the Elson S Floyd College of Medicine (ESFCOM)

We are pleased to have you in our college and we in the Office of Research at the ESFCOM stand ready to help you develop and maintain your research program. Our office is specifically designed to be a service-oriented unit to remove barriers to your success and identify the most expeditious mechanisms for your research. We offer a variety of services and documents to help you get started.

Below is a series of FAQs that many faculty and staff have when they are first getting started with their research program in our college. Please visit our website <https://medicine.wsu.edu/research/> or set-up a meeting with our team for additional guidance. Please contact us at karina.bloom@wsu.edu (509)368-6815

1. What accounts will I need?

Establish a MyResearch account by contacting the Office of Research Support and Operations (ORSO) representative for Spokane. This role is currently held by Deb Cox at dkcox@wsu.edu (509)-358-7576. Once established, this is an account that holds all of your grant proposals (funded or unfunded), all of your IRB or IACUC proposals (active or not, more below).

You will also want to create an “[eRA commons account](#)”, or if you already have an account, you will need to change your affiliation to WSU by contacting the current Spokane ORSO representative. Other federal funding agency accounts (e.g., NSF) should also be transferred to WSU, which can also be done through the Spokane ORSO representative.

Create a google scholar account and curate your profile
<https://scholar.google.com/intl/en/scholar/citations.html#setup>

We recommend that you create an ORCID ID account and curate your profile, as this can be used for a variety of helpful reporting tools: <https://orcid.org>

2. How do I submit a grant?

Contact our grants office at medicine.grant@wsu.edu and consider making an appointment so that our team can walk you through what is required for most proposals. This varies by agency, but we have a checklist of the most common items that you will need to finalize before you submit your application. To begin learning more about what will be required follow the instructions found here: [Proposal Submission](#)

3. Where can I find funding opportunities?

WSU subscribes to Pivot, an online funding opportunity database. Set-up your free account [HERE](#) using your WSU email. Contact Karina Bloom karina.bloom@wsu.edu (509)368-6815 for questions related to assistance in creating your profile

4. What type of support does the ESFCOM Office of Research Provide?

As noted above, the office of research offers a variety of services. If possible, you might review the below documents before scheduling a meeting with our office to begin understand the

process for submitting grant proposal. Here are some critical Standard Operating Procedure documents:

[Grant submission support](#)

Proposal and publication editing—Contact karina.bloom@wsu.edu or (509) 368-6815

[Award Activation](#)

[Post-award Management](#)

[Design and Statistical Analysis Support](#)

Regulatory Support – Contact Chanel Brown at chanel.brown@wsu.edu or (509)358-7500

5. *Where do I go to submit an Institutional Review Board application?*

If you will be conducting research that involves human subjects, CITI training available and is required before submitting an IRB application:

<http://www.irb.wsu.edu/citi.asp>

<http://www.irb.wsu.edu>

6. *Where do I go to submit an Institutional Animal Care and Use Committee application?*

If you plan to conduct research with vertebrate animals, you will be required to submit an IACUC application: <https://iacuc.wsu.edu>

7. *How do I access information regarding Institutional Biosafety?*

The Institutional Biosafety Committee (IBC) oversees the safe use and handling of potentially biohazardous materials on the WSU campus. It advises the University community on matters related to such materials. The IBC is charged with protecting WSU faculty, staff, students, and visitors during research-related activities. It has the authority and obligation to approve good research and stop any activity that the committee believes to be unsafe.

<https://biosafety.wsu.edu/institutional-biosafety-committee/>

8. *Will you use survey tools for your research?*

WSU supports two basic platforms, Qualtrics and REDCap. You can learn more about using these at the WSU surveys website <https://research.wsu.edu/surveys>