**ORA SERVICES**

**Scientific Consultation**
Scientific consultations are offered primarily in the developmental stages of grant preparation. Research mentoring is available for faculty developing a research program or pursuing other scholarly activity. Research Mentor Consultation is available with Dr. Diane Holditch-Davis, Dr. Ruth Anderson, or Dr. Marilyn Hockenberry. To schedule a meeting, please contact the ORA Staff Assistant.

**Services and Resources**
The Director of Research Administration and Director of Clinical and Research Practice provide support to the Associate Dean for Research Affairs in management of services and resources.

**Funding Opportunities**
Funding opportunities that are likely to be specific to DUSON interests are posted in the School’s Monday Update. This publication is currently distributed by email to all DUSON faculty and staff. Duke faculty and staff also have free access rights to the Community of Science database in which individuals can set up a customized and ongoing funding search. If you have questions regarding funding announcements or establishing a Community of Science account, please contact the Associate Director for Pre-Award Research Administration.

**Grant Submissions**
Pre-Award services include assistance with interpretation of funding guidelines, budget development, application submission, system navigation, and response to Just-in-Time requests. Services for agency-sponsored grants and contracts are provided by the Pre-Award Research Administrators. Pre-Award services for ORA-sponsored small grants are provided by the ORA Staff Assistant.

**Award Management**
Post-Award services include award set-up, financial reporting, projection forecasting, compliance reviews, re-budgeting, effort change requests, non-competing renewal applications, no cost extensions, and agency prior approval requests. Services for agency-sponsored grants and contracts are provided by the Post-Award Grants Management Specialists. Post-award management of ORA-sponsored small grants is provided by the Staff Assistant.

**Study Implementation - Clinical and Research - IRB, Human Subjects Protection, Data Security**
IRB services include support in navigation of the eIRB system, new study protocols, amendments, renewals, final reports, internal reminders, individual investigator agreements, and understanding exempt/expedited/full board IRB reviews. These services are provided by the Director, Clinical and Research Practice.

**Statistical Collaboration and Consultation**
ORA-supported statistical services are provided to faculty and staff by the ORA Statistical Team. Services provided include consultation for funded project data analysis, collaboration during grant submission preparation, and unfunded project data analysis (contingent on space available). Principal investigators are encouraged to maintain statistical services during the life of a funded project. As a research team member, the statistician role is defined by the PI. A project that directly funds a statistician is given priority by that Statistical Team Member. Please contact the Director, Research Administration to schedule use of these services.

**Editorial Services – Grant Writing Assistance**
Investigators are encouraged to use the content expertise and editorial services of Elizabeth Tornquist, PhD, for grant proposals via prior approval from the Associate Dean for Research. Please contact the Director, Research Administration to schedule use of this service.

**Editorial Services – Manuscript, Poster, Table, Model, Formatting Assistance**
Investigators are encouraged to use the editorial services of Elizabeth (Betsy) Flint, PhD, or Judith Hayes, PhD, via prior approval through the Associate Deans for Academic Affairs and Research Affairs. Please contact the Research Development Coordinator to schedule use of this service.

**Duke Office of Clinical Research – Database Creation, Data Collection, Data Management, Project Management**
The Duke Office of Clinical Research (DOCR) helps investigators and project managers create a data management plan that takes into account the variables needed to measure project outcomes and work with the research team to implement the work plan. DOCR data managers are skilled in designing relational databases and implementing them in Microsoft Access and REDCap for research or administrative purposes. They can provide a budget estimate for research staffing to principal investigators. This provides a resources to investigators in the School of Nursing who wish to utilize existing personnel resources rather than hiring personnel on their own or working with outside vendors. School of Nursing use of these services is coordinated by the Director, Clinical and Research Practice

1/29/14