ORP Research Lifecycle Roles & Responsibilities Workflow

Legend:

Lead (L) – Primary owner ensuring the task gets done; coordinates completion.
Partner (P) – Actively assists or consults through two-way communication and appropriate action.
Aware (A) – Always kept informed. Receives updates or outcomes through one-way communication from the Lead or Partners but does not take action.
Aware* (A*) – Conditional awareness. The office is notified when certain project characteristics trigger relevance. Office may take action if needed.

	Plan & Propose																									Setup		Manage		Closeout	
Parties	Identification of Funding Opportunity	Scientific / Programmatic Proposal Development	Facilities Modification Requirements	COI / COC Disclosure Submission	COI / COC Disclosure Review	Research Security Review	PI Check for Export Control Concerns	Export Control Checklist Part A	Export Control Checklist Part B	Export Control Review & Determination	IRB Submission for Human Subjects Research	IRB / Human Subjects Research Approval	IACUC Protocol Submission	Animal Welfare Program / IACUC Approval	Tribal Consulation	Responsible Conduct of Research Plan	Embryonic Stem Cell Research Compliance	Research Integrity Concerns	Research Contract Negotiations (non-clinical)	Clinical Budget Development & Contract Negotiations	UAccess Research Proposal Approval by PI	UAccess Research Department Approval	UAccess Research College Approval	UAR Approval / Proposal Submission to Sponsor	Post Submission / Just In Time Requests	Award set up	Initiation of project and expenditures	Programmatic Award Management	Monthly Financial Review and Effort Certification	Financial and Administrative Award Closeout	Programmatic Award Closeout
Faculty	L	L	P	L	P	P	L	P	P	P	L	P	L	P	L	L	L	P	P	P	L	P	P	P	L	P	L	L	L	P	L
Department Business office			P																P	P		L	P	A		P	P	P	P	P	A*
College Business office			P					L	P	P									P	P		P	L	A		A	A	A	A	A	A*
Proposal Support	P	A	A	A	A*	A	P	A*	A*	A		A		A	A				A	A	P	P	P	P	P						
ORP Support Teams																															
Research Development Services (RDS)	P	P																													
Sponsored Projects Services Central Pre-award			P	A		A				A*		A			A				P	P	A	A	A	L	P						
Office of Research Contracts & Agreements (ORCA)					A	A*		P	L	A*		A		A	A*				L					A*							
Clinical Research Administration (CRA)						A*		P	L			A								L				A*							
Sponsored Projects Services Central Post-award																			A*	A*				A*		L	P	A*	P	L	A*
Human Subjects Protection Program HSPP					A*	A*					P	L			P				A*	A*											
Animal Welfare Program (AWP)					A*								P	L					A*	A*											
Native People's Technical Assistance Office (NPTAO)															P																
Export Control (EC)							P	P	P	L																					
Office for Responsible Outside Interests (OROI)				P	L																										
Research Security Program (RSP)				A		L																									
University Animal Care (UAC)													P	A																	
Facilities & Planning			L																												
Environmental Health & Safety (EHS)			P								A*	P	A*	P																	
Responsible Conduct of Research Program (RCR)																P															
Research Integrity Program																		L													
Embryonic Stem Cell Research Oversight (ESCRO)																	P														