**Introduction to Research at Washington University**

**Side Note: You can schedule individual sessions with an advisor from the Benefits office:**

 John Henderson at 362-9341@  john.henderson@wustl.edu

**You have arrived and want to get started on research!**

* Bookmark these URLs on your browser
	+ <https://one.wustl.edu/>
	+ <https://research.wustl.edu/>
	+ [https://artsci.wustl.edu/faculty-staff-resources](o%09https%3A/artsci.wustl.edu/faculty-staff-resources)
* Find core facilities to help with your research
	+ [https://research.wustl.edu/core-facilities/](o%09https%3A/research.wustl.edu/core-facilities)
* Compliance … oh compliance….
	+ Learn@Work: You do not have to love it, but you do have to use it … at least for now
		- <https://learnatwork.wustl.edu/>
		- Everyone must do:
			* Financial Conflict of Interest
			* Conflict of Interest Disclosure
			* Code of Conduct
			* Personnel Activity Report Training
	+ You work in a lab with chemicals, lasers, etc.
		- Environmental Health and Safety (EHS) will be your partner
			* (<https://ehs.wustl.edu/Pages/default.aspx>)
		- Talk to your department about your EHS contact specialist and meet with them in person to go over lab set up and needs.
			* If not clear who to work with, you can look it up here: <https://ehs.wustl.edu/contacts/Pages/default.aspx>)
			* You can also contact Bradley King in EHS as a backup (kingb@wusm.wustl.edu)
		- EHS Basic Lab Safety Training through Learn@Work
		- Submitting applications for working with hazardous chemicals, infectious agents, etc.
			* [https://research.wustl.edu/topics/institutional-biological-and-chemical-safety/](%E2%80%A2%09https%3A/research.wustl.edu/topics/institutional-biological-and-chemical-safety)
	+ You work with animals
		- Meet with your departmental resources
		- Animal Care and Use Guidelines and Training
			* <https://research.wustl.edu/topics/animal-care-use/>
		- Submit an animal research protocol
			* [https://research.wustl.edu/offices/iacuc/](%E2%80%A2%09https%3A/research.wustl.edu/offices/iacuc)
	+ You work with humans
		- Take the human subjects research training (aka “CITI”)
			* <https://hrpo.wustl.edu/education/human-subjects-education/>
		- If applicable, take HIPPA training
		- Submit Human Subjects Research Application(s)
			* <https://hrpo.wustl.edu/education/human-subjects-education/>
		- Attend Information Session with Martha Jones, Director of HRPO
			* Friday, September 14th, 12 to 2 pm, Eads 217

**Figure out how to find external funding for your research**

* Humanities Faculty
	+ Jean Allman, Director of the Humanities Center
	+ Numerous Internal and External Sources of Funding (<https://cenhum.artsci.wustl.edu/research>)
	+ Proposal Writing Workshops
* Social and Physical Sciences Faculty
	+ Meet with your department or area grants management staff to determine departmental resources and guidelines
	+ Sign up for customized email alerts about grant funding opportunities with different agencies, as well as alerts about internal selections for limited submissions (e.g. only one from each university)
		- <https://research.wustl.edu/funding/identify-funding/>
		- https://research.wustl.edu/funding/
	+ Meet with your departmental representative from Foundation Relations
		- Anne Stengle is the Director of Foundation Relations
			* a.stengle@wustl.edu
			* https://alumni.wustl.edu/corpsandfounds/foundrelations/Pages/default.aspx
	+ Meet with your departmental representative from Corporate Relations
		- Theresa Menk is the Director of Corporate Relations
			* Theresa\_Menk@wustl.edu
			* https://alumni.wustl.edu/corpsandfounds/corporaterelations/Pages/default.aspx

**Developing and Submitting your proposal**

* Use your faculty mentors and resources in the department!
* Meet with your grant staff early and often.
	+ The science departments each have their own staff.
	+ Individuals in the Humanities and Education work with Kathy Daniel (mkdaniel@wustl.edu)
	+ Social Sciences in McMillan Hall work with Amanda Heitkoetter (aheitkoetter@wustl.edu)
	+ Social Sciences in Siegel Hall work with the Weidenbaum Center (Melinda Warren; warren@wustl.edu)
* Grant Writing Resources at WUSTL (<https://research.wustl.edu/grant-writing-resources/>)
* Grant Library (<https://wustl.app.box.com/v/wustlgrantslibrary>)
* You can also contact Crystal Gammon, who works ½ time for A&S and can help with proposal development (not just large/collaborative ones)
* crystalgammon@wustl.edu
* [https://sites.wustl.edu/chemportal/submitting-a-large-grant-proposal/](%E2%80%A2%09https%3A/sites.wustl.edu/chemportal/submitting-a-large-grant-proposal)

**Managing Your External Grant Funds**

* Meet with your department or area grants management staff to determine departmental resources
	+ The science departments each have their own staff.
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	+ Social Sciences in McMillan Hall work with Amanda Heitkoetter (aheitkoetter@wustl.edu)
	+ Social Sciences in Siegel Hall work with the Weidenbaum Center (Melinda Warren; warren@wustl.edu)
* If you need further, help, contact:
	+ Larry Kuykendall (Associate Dean for Finances, larry@wustl.edu)
	+ Joe Gindhart (Director of Sponsored Projects, jgindhart@wustl.edu)
		- [https://research.wustl.edu/topics/award-management/](%EF%82%A7%09https%3A/research.wustl.edu/topics/award-management)
* Develop a financial management system with your departmental staff that fits your needs
* Faculty Financial Reporting Systems (<https://repsvcs-prod2.wustl.edu/approot/ffr/ffr_login.htm>)