ISMMS Workflow Improvements Effective 9/23/20
Does My Project Need to be Submitted to the GCO?

**Process**

All sponsored project applications and a subset of ISMMS projects are prepared in InfoEd and routed for approval through the department(s) in which there are key personnel each year of the project.

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**What is an ISMMS Project?**

These are research projects in which the Icahn School of Medicine at Mount Sinai (ISMMS) is not receiving external sponsored project funding to carry out the associated activities.

Research is defined as systematic investigation designed to develop or contribute to generalizable knowledge. Activities meet this definition, even when the overall purpose is not primarily research, but may include training, demonstration, or service programs.

**Is this an ISMMS Project?**

Yes.

Proceed to page 2 to determine.

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**What is a Sponsored Project?**

A sponsored project is defined as an externally-funded activity in which a formal written agreement (i.e., a grant, contract, or cooperative agreement) is entered into by Mount Sinai and the extramural funding agency generally after a competitive peer review process.

Other types of projects that are submitted to the GCO are industry sponsored projects in which there typically is no competitive peer review process.

**Is this a Sponsored Project?**

Yes.

Submit to the GCO. *Also review page 3 for an exception.*
ISMMS Projects – Continued from Previous Page

Will your project also be submitted to the PPHS (i.e., human subjects protection committee) or IACUC (i.e., vertebrate animal care and use committee)?

Yes.

Is there a research related agreement that needs to be signed by the GCO?

Examples of agreements the GCO signs are data transfer use agreements and study drug donation agreements. For a complete list of agreements the GCO signs, consult the Agreement Navigator.

Yes.

Submit to the GCO.

No.

Do not submit to the GCO.

Although the ISMMS project must be submitted to the PPHS and/or IACUC, GCO also needs a corresponding InfoEd record for the agreement it signs.

No.

Submit to the GCO.
Sponsored Projects – Exception to GCO Submission

Do not submit the project to the GCO if BRANY (Biomedical Research Alliance of New York) serves as the IRB and also negotiates the clinical trial agreement on behalf of Mount Sinai.