



The College at
BROCKPORT
STATE UNIVERSITY OF NEW YORK

The College at Brockport Policy on Federally Mandated Ethical Training

Responsible Conduct of Research (RCR)

Background

The National Science Foundation (effective January 4, 2010) require that any institution that receives funding from them (including subcontracts) for **research grants** must certify that: “it has a plan to provide appropriate training and oversight in the responsible and ethical conduct of research to undergraduates, graduate students, and postdoctoral researchers who will be supported by NSF to conduct research.” This plan must include a required training on the responsible conduct of research for those groups identified above, as well as tracking of those who have been trained. The National Institutes of Health has a similar requirement.

Online Training Requirement

To comply with this requirement, The College at Brockport, SUNY has identified an online Responsible Conduct of Training Tutorial through the University of Miami’s CITI Program) at <http://www.citiprogram.org>. (This is the same source of mandated training for those conducting research involving human subjects.) This online site is available 24 hours a day and will provide an electronic certificate of completion to the trainee and to the Grants Development Director at Brockport upon successful completion of the training. Certificates will be maintained in the Grants Development Office and accessible to the Research Foundation Office upon completion of the course.

In all cases where a federal research grant to the College includes an RCR training provision, affected persons shall be required to successfully complete the CITI RCR Training Program at the aforementioned web site *prior to any involvement in the funded research*. This also applies to subcontracts awarded to Brockport or that we receive from another institution supported by NSF or NIH funds.

There can be no participation in research until training is completed. Project Directors/Principal Investigators must also complete the training and shall be responsible for informing affected persons (e.g., students, research associates, and any personnel working with them on subcontracts) of this policy and shall not permit participation by these individuals in the research prior to the successful completion of the online training program. Renewal of training will be required every fourth year.

Accordingly, no student or other affected person shall be paid from a grant that requires RCR training for any period of time that predates completion of the RCR training program. To verify successful completion of the training, a copy of the training certificate must be provided to the Research Foundation of SUNY office on campus prior to any award funds being distributed to personnel or subcontractors.

Approved by Louis Spiro, Vice President Administration and Finance/
Research Foundation Operations Manager

Updated 5/25/10