



Symposium for Research Administrators

Session Overview

- Introduction of each panel participant
- Questions from the moderator to panelists
- Questions and Answers
- Tips for moving forward



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Other Topics to Think About

- Visa Issues
- Export Controls
- IRB
- IACUC
- FCPA
- Buy American Act
- Fly American Act
- Troublesome clauses (human trafficking)



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Take Away Tips

- Duke Global Health Institute and Duke Global Inc. can serve as a resource
- Consider FFP contracts rather than cost reimbursements or consider different payment terms
- Identify key administrative personnel at international site. Have an admin plan.
- Create an administrative check list
- Make sure your partner understands the fiscal restraints that come with US federal funding and its impact on Duke PI



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Take Away Tips

- When possible, use templates with a proven track record (CHAVI, DGHI, ORA/ORS)
- Identify communications tools up front
- Know who is your prime sponsor!
- Know your sponsor's rules!
- Process early and build in more time than you think would usually be needed!



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Take Away Tips

- Read the award document!
- Reach out for help early
- Talk with your PI
- Talk with the Program Officer (if applicable)
- Remind your PIs about International SOS travel insurance
- http://international.duke.edu/