

## Contracts and Grants Department Contacts

### Contracts and Grants Administrators:

VMRF Contracts and Grants Administration is structured in three teams, each team consisting of two Contracts and Grants Administrators. While one administrator in each team has primary responsibility for pre-award and the other administrator manages post-award activities, both team members are available to assist with any aspect of an investigator's portfolio of projects and administrative funding.

Please reference the chart below to locate your VMRF Contracts and Grants team. The teams generally support investigators that belong to the specific VA service groups to which they are assigned.

<b>TEAM A</b> <b>Pre-Award: Brenda, x1413</b> <b>Post-Award: Christy, x2820</b>	Cardiology Infectious Diseases Pathology	
<b>TEAM B</b> <b>Pre-Award: Beth, x3066</b> <b>Post-Award: Sherri, x2847</b>	Anesthesiology Bioengineering Dermatology/Rheumatology Endocrinology/Metabolism Gastroenterology Hematology/Oncology Nephrology/Hypertension Neurology Neurosciences	Nuclear Medicine/Radiology Ophthalmology Orthopedics Pediatrics Pharmacy Pulmonary/Critical Care Surgery VMU
<b>TEAM C</b> <b>Pre-Award: Alma E., x2826</b> <b>Post-Award: Jessica, x6125</b>	HSR & D Psychiatry Psychology	

### Also available to assist you:

**Gisela** - Research Compliance Coordinator (x2829), whose duties include: • Working with Principal Investigators and their staff to ensure appropriate clinical trial invoicing to Sponsors takes place and payments are received in a timely manner • Review of IRB submissions for VMRF-administered studies with human subjects • Compilation and submission of VMRF project documentation for review and approval by the VA Independent Review Committee (IRC) and Research and Development (R & D) Committee, and other compliance-related activities for all VMRF projects.

**Tami Penner** - Legal Council – Contract Review: responsible for the negotiation of Cooperative Research and Development Agreements (CRADAs) between industry sponsors, the VASDHS and VMRF. CRADAs are the contractual instrument for VMRF investigators to participate in industry sponsored clinical trials and other industry sponsored studies. For assistance with these matters, please contact Gisela Ledezma-Guerrero (x2829).

### MANAGEMENT:

**Alma Muñoz Cañete, CRA** – Contracts and Grants Director (x3012) – Oversees all operational activities for the Contracts & Grants Department, and reports directly to the CEO.

**Caryl Finch** - Post-Award Contracts and Grants Manager (x3629)-Oversees and monitors post-award activities for the Contracts & Grants Department, and other special projects.