



# Grant Programs FAQ

## Frequently Asked Questions

### Is an external evaluator required for the project?

Hiring an external evaluator is optional, but the project should have a clearly defined strategic plan and milestones to measure progress. The project must have an external advisory board that provides feedback on the project which should be shared with HEPC / STaR. The annual report submitted to HEPC / STaR should include an analysis of progress to date and the feedback from board. Some members of the external advisory board may come from institutions in the proposal but they must clearly be free of conflicts of interest regarding the project.

### Are letters of support needed in the application?

Letters of support are not required. A letter of collaboration should be included for key partner organizations to show that their commitment.

### What does cost reimbursable mean?

STaR will reimburse invoices for expenses of the project. Most research corporation offices at universities are familiar with this process, please contact them for an explanation of how this process works at your institution.

### Can collaborators be paid from the grant?

Yes, but their roles must clearly defined in the project narrative and the budget. The PI must be as full-time faculty at a West Virginia institution. All co-PIs should also be from West Virginia institutions.

### Can we have more than one co-PI?

Yes, we have recently modified the grant application to include entry tabs for up to three co-PIs. If you have more than three, the additional co-PIs can be added under additional contacts. Biosketches can be included under Supplementary Documents.

### What if I can log in to the system but can't see a way to generate an application?

Some institutions have an administrator who is the only person who can generate a new application. Contact your Office of Sponsored Research to determine if this is the case.

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