

Responsibilities Overview

Contractual Responsibilities of Awardees

1. Ensure PCORI receives (when required) up-to-date IRB approval documentation
2. Adhere to project-applicable PCORI Methodology Standards
3. Manage project within contract terms and conditions
4. Ensure invoices are submitted monthly per contract
5. Prepare and submit required reports to Contracts Office
6. Maintain/review work of project staff, consultants, subcontractors
7. Collaborate with PCORI to make PCORI-funded project findings available to clinicians, patients, general public
8. Comply with PCORI's COI provision per contract and mandate driven policy

Responsibilities of PCORI Program Officers

1. Review scientific progress and programmatic accomplishments
2. Actively monitor scientific progress
3. Manage scientific research portfolios
4. Discuss programmatic issues with awardees
5. Provide technical assistance to awardees

Responsibilities of PCORI Contract Administrator

1. Actively monitor progress of awardees, for contractual and financial compliance
2. Collaborate with Program staff to review project progress
3. Review invoices and reports to confirm financial vs programmatic progress
4. Identify needs for possible Modifications
5. Provide contractual assistance to awardees