Memorandum

To: University of Maine System PARS Users

From: Wendy Eckert, Sr. Officer for Research Administration & Strategic Analysis, Office of Research & Sponsored Programs

Date: January 20, 2016

Subject: University of Maine Conflicts of Interest (COI) Training Requirements

In compliance with federal regulations concerning conflicts of interest, University of Maine ('UMaine') policy\(^1\) requires each investigator named in a proposal to successfully complete conflicts of interest training prior to submitting a request for extramural funding, and prior to accessing the Proposal Approval Routing System (PARS). The policy, *Policies and Procedures for Financial Disclosures and Conflicts of Interest in Extramurally Sponsored Activities*,\(^1\) applies equally to UMaine investigators, and investigators at other University of Maine System (UMS) campuses ('UMS investigators') who wish to submit through, or collaborate with UMaine on an extramural funding request.

It is important to note that there are no exceptions to the COI training requirements outlined in, *University of Maine Conflicts of Interest (COI) training*. UMS investigators must complete UMaine-specific coursework regardless of, and in addition to any COI training required by their home campus. In many cases, dual compliance is a matter of completing an additional elective module in CITI’s (Collaborative Institutional Training Initiative) Conflicts of Interest course. However, UMS investigators should review COI policy on their respective campuses to ensure all institutional requirements are met.

Questions regarding UMaine’s COI policy or training requirements should be directed to sponsored@umit.maine.edu. For more information on UMaine’s implementation of federal conflicts of interest regulations, please visit: [http://umaine.edu/orsp/compliance/conflict-of-interest/](http://umaine.edu/orsp/compliance/conflict-of-interest/).

---