MEMORANDUM

TO: Researchers, Grant Managers, Divisional Finance Offices, and OSP & CPHS Staff

FROM: Martin Wybourne, Vice Provost for Research

CC: Jill Mortali, OSP
     Susan Adams, CPHS
     Michael Blayney, EHS
     Tina Noonan, Clinical Trials Office
     Michael Wagner, Vice President for Finance

DATE: June 22, 2011

RE: Important CPHS and EHS Fee Change Effective July 1, 2011

To facilitate research and streamline operations, changes to the billing for IRB review and EHS hazardous waste disposal will take effect July 1, 2011. The costs associated with these changes will be absorbed through indirect cost recovery.

(1) The Committee for the Protection of Human Subjects (CPHS) will no longer bill **federally funded studies, including sub awards**, for IRB reviews. The current fees of $2,000 for an initial full committee review and $750 for initial expedited review **will continue to be charged on externally funded, non-federal studies** when allowed by proposal guidelines. We revisit these fees and the fee structure on an ongoing basis. The requirements for CPHS review are unaltered by this change in the fee structure. For information about these requirements please consult the CPHS office at 603-646-6482 or the [CPHS website](#).

(2) Environmental Health and Safety (EHS) will no longer charge for hazardous waste disposal, **regardless of funding source**. EHS will continue to track waste disposal as required by law and will account for the proportion of volume and cost by department. All other aspects of chemical safety apply, including oversight by Principal Investigators to ensure their laboratories minimize hazardous waste. Details of proper hazardous waste management at Dartmouth may be found in the document: [Hazardous Waste](#).

If you have questions about the impact of this change on your federal grant, please contact Jill Mortali at [Jill.M.Mortali@Dartmouth.edu](mailto:Jill.M.Mortali@Dartmouth.edu). For specific CPHS or EHS related questions, please contact Susan Adams ([Susan.Adams@Dartmouth.edu](mailto:Susan.Adams@Dartmouth.edu)) or Michael Blayney ([Michael.B.Blayney@Dartmouth.edu](mailto:Michael.B.Blayney@Dartmouth.edu)), respectively.