

Hennepin Healthcare Research Institute

Our Mission: Improving patient care and the health of our community through research and education

Our Vision: A dynamic and responsive organization that serves the community through scientific excellence.

Our Values:

- Innovation** – Discovering high-impact solutions that promote health
- Perseverance** – Pursuing the answers to our questions wherever they lead
- Teamwork** – Creating meaningful partnerships with those who share our values

Research Areas



[Acute Care/Trauma](#)



[Addiction](#)



[Health Services](#)



[Infectious Diseases \(HIV/AIDS\)](#)

Important Places on HHRI's Website



[Researcher Resources](#) contains all the information for researchers to begin and maintain their projects. It is broken into the following sections:

- [Clinical Research Resources](#)
 - An overview of the different ways HHRI supports clinical research
- Compliance Resources
 - Links to the different compliance offices at HHRI
- [Data Management & Statistical Services](#)
 - An overview of the different mechanisms available for managing and analyzing project data
- [Form & Policies](#)
 - Notable forms included here are Employee Effort Certification Form and the HHRI Internal Application for External Support
- Additional Resources
 - Miscellaneous information not present in the other areas

Institutional Guidelines

The following documents are institutional guidelines which all employees are expected to adhere to while in their roles are HHRI.

- [Business Expense Guidelines](#)
- [Sponsored Project Administration Guidance](#)

Office of Grants and Contracts

The mission of the Grants and Contracts Office at the Hennepin Healthcare Research Institute is to actively support the research enterprise by providing quality research compliance services

The Grants & Contracts Team

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For questions please contact your Grant Administrator or gc@hhrinstitute.org

Timeline for Submissions

- **Minimum:** All materials sent to your Grant Administrator three days prior to the federal deadline
- **Better Scenario:** Turn in everything one month in advance for review by your Grant Administrator
- **Best Case Situation:** Notify your Grant Administrator the instant you think you want to apply

An [HHRI Internal Application for External Support](#) form is due before submission for all research

Helpful Tips and Tidbits

- Never sign anything. HHRI exists to shoulder the compliance and tracking requirements in contract and grant agreements
- HHRI's Institutional Review Board, the [Human Research Protection Office](#) (HRPO), meets every two weeks; the [Institutional Animal Care and Use Committee](#) (IACUC) meets once a month
- HHRI is accredited by the [Association for the Accreditation of Human Research Protection Programs, Inc.](#) (AAHRPP) and the [Association for Assessment and Accreditation of Laboratory Animal Care International](#) (AAALAC)

Clinical Research Billing

- If you will be billing for clinical services, you will be contacted for additional, separate training
- All costs of the study must be captured in the research budget and planned for ahead of starting the study
- Billing for HHS services is captured in the [Resource Utilization Checklist](#) form, which is available online and as part of the IRB application

The best lines of communication are always open. Don't hesitate to contact us!

Questions?

Contact our office at gc@hhrinstitute.org