

Internal Audit Grants Administration Survey

ABOUT THIS SURVEY

As part of a review we are conducting, Internal Audit would like to know whether or not the job performed in two areas of grants administration meets your needs. These areas are the Office of Research and Sponsored Programs (ORSP) and the Office of Grants and Contracts Accounting (GCA).

- This survey has 24 questions in total.
- Questions 1-9 pertain strictly to the ORSP.
- Questions 10-18 pertain strictly to the GCA.
- Questions 19-24 are not specific to either function.
- Internal Audit produced and administered this survey independently of the ORSP and GCA
- Individuals participating in this survey should still participate in other surveys conducted by either the ORSP or GCA.

Questions marked with a * are required.

*1. Information provided to me by the ORSP is timely.

1 2 3 4 5
1= not timely, 5= extremely timely

*2. Information provided to me by the ORSP is helpful.

1 2 3 4 5
1= not helpful, 5= extremely helpful

*3. ORSP responses to my questions are accurate.

1 2 3 4 5
1= strongly disagree, 5= strongly agree

*4. Training and information sessions provided by the ORSP are adequate and helpful.

1 2 3 4 5
1= strongly disagree, 5= strongly agree

*5. The ORSP is knowledgeable of the policies of the agencies associated with sponsored research.(Federal, State, University, etc.)

1 2 3 4 5
1= not knowledgeable, 5= extremely knowledgeable

*6. The ORSP website is comprehensive, well organized, and provides accurate information.

- strongly disagree
- somewhat disagree
- somewhat agree
- agree
- strongly agree
- have not used

*7. The ORSP supports me in my effort to accomplish my research goals.

1 2 3 4 5
1= strongly disagree, 5= strongly agree

*8. Do you think the current organizational structure of the ORSP meets the needs of the MUSC research community?

1 2 3 4 5
1= strongly disagree, 5= strongly agree

9. If you could list two items that would improve the ORSP's effectiveness, what would they be? Please explain in the following box.

*10. Financial reports provided to me by the GCA are timely.

1 2 3 4 5
1= not timely, 5= extremely timely

*11. Financial reports provided to me by GCA are accurate.

1 2 3 4 5
1= strongly disagree, 5= strongly agree

*12. GCA responses to my questions are helpful.

1 2 3 4 5
1= strongly disagree, 5= strongly agree

*13. Training and information sessions provided by the GCA are adequate and helpful.

1 2 3 4 5
1= not helpful, 5= very helpful

*14. The GCA is knowledgeable of the policies of the agencies associated with sponsored research.(Federal, State, University, etc.)

1 2 3 4 5
1= not knowledgeable, 5= extremely knowledgeable

*15. The GCA website is comprehensive, well organized, and provides accurate information.

- strongly disagree
- somewhat disagree
- somewhat agree
- agree
- strongly agree
- have not used

*16. GCA supports me in my effort to accomplish my research goals.

1 2 3 4 5
1= strongly disagree, 5= strongly agree

*17. Do you think the current organizational structure of the GCA meets the needs of the MUSC research community?

1 2 3 4 5
1= strongly disagree, 5= strongly agree

18. If you could list two items that would improve the GCA's effectiveness, what would they be? Please explain in the following box.

*19. Based on personal experience, how would you rate the effectiveness of communications between the ORSP and the GCA?

- Very Ineffective
- Somewhat Ineffective
- Effective
- Very Effective
- Exceptionally Effective
- N/A

*20. The ORSP and GCA are now co-located on the 6th floor of the Harborview Office Tower. Has the co-location of the two areas improved the overall effectiveness of their services?

- made worse
- remained the same
- somewhat improved
- major improvement

*21. Currently ORSP reports to the VP for Academic Affairs and GCA reports to the VP for Finance and Administration. Do you feel that it would enhance the effectiveness of grants administration at MUSC if both areas reported to one individual?

1 2 3 4 5
1= strongly disagree, 5= strongly agree

22. Do you have any additional comments or suggestions concerning the ORSP or GCA? New information can be listed here or this space can be used to elaborate on questions previously asked in the survey.

- *23. Please indicate whether you are an administrator/staff or faculty.

- Administrator/staff
 Faculty

24. Optional: What is your name and/or department?

[Submit Survey](#)