



**Dr. Bernardine Pinto**, Associate Dean for Research  
Room 302B

- Foster the research mission and growth of the College of Nursing's research portfolio
- Facilitate grant submission to local, regional, and national funding agencies
- Oversee internal quality control of grant applications
- Oversee all staff, operations, and activities of the Office of Research
- Coordinate grant submissions with USC's Office of Research
- Develop and maintain Office of Research infrastructure and resources
- Facilitate navigation and compliance with regulatory, legal, and financial standards of grant submissions and awards



**Gene Brown**, Faculty Development Program Coordinator  
Room 302A

- Assistance with research dissemination
- Notification of research funding and educational opportunities and programs
- Mock review planning and coordination
- Annual research and scholarship program planning and coordination, e.g., Research Day, Research Retreat, Visiting Scholars, etc.
- Create & maintain faculty web CVs and Office of Research website; update as needed



**Lisa Spruill**, Sponsored Awards Program Coordinator  
Room 302I

- Application development consultation and assistance
- Application budget development
- Coordination of application electronic submission
- Liaison activities with funding agencies and USC's Office of Sponsored Awards Management (SAM)
- Assembly of final grant package for funding agency
- Assistance with grant progress report and budget
- Assistance with carry-forward requests



**Chigozie Nkwonta**, Graduate Assistant  
Room 302E

- Literature searches
- Endnote libraries
- All requests for her assistance should be addressed to Dr. Pinto.