

<b>The Policies of the University of North Texas</b>	Chapter 13
<b>16.12.3.7 Sponsored Projects</b>	<b>Research</b>

**Policy Statement.**

The University of North Texas (UNT) encourages faculty and staff members to seek external support for sponsored projects related to teaching, research and public services. UNT recognizes the principle that such activities increase the excellence of instruction and are vital to the University’s academic mission. Teaching, research and public service activities are considered to be an essential part of the academic responsibilities of faculty members. Sponsored projects provide a resource which can make these activities possible, and this resource should be fully utilized. Faculty members are encouraged to integrate these activities with instruction and to engage in scholarly research activities that lend themselves to the involvement of students.

**Application of Policy.**

This policy applies to all faculty and staff members engaged in sponsored project activities.

**Definitions.**

1. Instruction Project. “Instruction Project” shall mean any project involving teaching or training activities funded by an externally sponsored grant or contract, excluding research training activities, which are considered “Research” projects.
2. Principal Investigator. “Principal Investigator” (PI) shall mean a single individual who, in the event of an award from an external funding agency, shall have the full and final responsibility for the conduct of the sponsored project as proposed and as set forth in the contract or grant.
3. Public Service Project. “Public Service Project” shall mean any project involving activities other than instruction or research such as public health and community service programs.
4. Research Project. “Research Project” is defined as a systematic study directed toward fuller scientific knowledge or understanding of the subject studied. It also involves the training of individuals in research techniques where such activities utilize the same facilities as other research activities.
5. Sponsored Project. “Sponsored Project” shall mean an instruction project, public service project, or research project funded by an external sponsor with an expected outcome or deliverable.

### **Procedures and Responsibilities.**

1. Responsible for the submission of all project proposals to external sponsors related to research, instruction or public service; acceptance of all grants and contracts related to sponsored projects; and the administration of such grants and contracts.

Responsible Party: Office of Research and Economic Development

2. Establish central administrative processes, systems and procedures to support sponsored projects and maintain on the Office of Research and Economic Development website.

Responsible Party: Office of Research and Economic Development

3. Establish department and college administrative processes, systems and procedures to support sponsored projects and that do not conflict with the processes, systems and procedures of the Office of Research and Economic Development.

Responsible Party: All Department Chairs and Deans

4. Comply with the central administrative processes, systems and procedures on the Office of Research and Economic Development website and with applicable department and college administrative processes, systems and procedures.

Responsible Party: All faculty and staff members engaged in sponsored project activity

5. Ensure compliance with federal and state laws and regulations, institutional policies and sponsor guidelines in all sponsored project activity.

Responsible Party: All faculty and staff members engaged in sponsored project activity, including but not limited to PIs, Department Chairs, Deans, and Office of Research and Economic Development

**References and Cross-references.**

UNT Policy 16.12.3.8, Policy on Proposal Submissions to External Sponsors

UNT Policy 16.12.3.9, Policy on Grants and Contracts Related to Sponsored Projects

UNT Policy 16.12.3.10, Policy on Award Management of Sponsored Projects

UNT Policy 16.12.3.11, Policy on Recovery and Distribution of Facilities and Administration Funds

**Forms and Tools.**

Office of Research and Economic Development Website:

<http://research.unt.edu/>

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Revised: