

ALLOCATION OF CREDIT FOR EXTERNALLY FUNDED RESEARCH GRANT AWARDS

No./Title: Allocation of Credit for Externally Funded Research Grant Awards	Resp. Office: Research	Effective Date: 3/15/2017
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Related Policies: None		

PURPOSE

As emphasized throughout the Operational Strategic Plan for Research, UTHSC strongly promotes inter professional and interdisciplinary research collaborations that cross departments, colleges and campuses. One element to fostering this form of Institutional collaboration is to apportion credit for external research grant activity to both the principal investigator(s) (PI[s]) and the co-Investigator(s) (Col[s]) based on their relative contributions to the project, as specified by the investigators. To reach this goal the UTHSC Research Council approved the following policy on January 4, 2017. This policy will affect annual internal reporting of Grant Awards by College and, therefore, space allocation. It does not have any affect upon Direct Cost or Indirect Cost Allocation.

POLICY

The following describes the process for allocating and tracking research credit on grant awards. For the purpose of this policy, investigators are defined as UTHSC faculty members:

- 1. Proposal Preparation:** During the preparation of the grant proposal and prior to its submission in eVisions, the collaborating investigators should reach an agreement as to the subsequent allocation of credit, should an award be made. In the event that there is a disagreement in credit allocation, which the department chairs are unable to resolve, the issue will be mediated by the appropriate college Dean (if all faculty participants are within the same college) or by the Vice Chancellor for Research (if faculty participants are from different colleges).
- 2. Proposal Submission:** At the time of submission, the lead PI will indicate the **% of credit** for the project that should be allocated to each investigator on the proposal. The information should be provided within the “List of Personnel” for the “Investigator/Research Team” section of the online sponsored projects submission. Following proposal submission, each investigator will receive an email identifying the % of credit allocated to each faculty member of the team. If there are concerns, regarding the allocation of credit entered into the online proposal the collaborating investigator(s) should first discuss the issue with the lead PI. As above, in the event of a disagreement the appropriate administrator will mediate the issue. Percent credit, which must total 100%, is different from percent effort for each investigator.
- 3. Awarding of Grant:** It is recognized that awarded grants may differ in scope and funds from that originally proposed. Therefore, the allocation of award credits may require modification at the time of award set-up. Any modifications requested should follow the process outlined in #1, above.