Florida Atlantic University

Regulation 6.003 Grants, Contracts and Unrestricted Gift Funds.

(1) The purpose of this rule is to define the general policies for all sponsored and directed research activities involving grants or contracts, provide procedures for submitting proposals for outside support, and define the roles of delegated individuals.

(2) The Sponsored Research Administrator will approve all research, grant, and contract proposals after reviewing them to insure that they conform to University, Board of Regents, and state policies and laws. All proposals will also be reviewed to insure that they are in proper form for submission to the potential sponsors and that implied or definite University commitment of funds, space, and personnel can be met.

(3) The University Controller shall be responsible for budget control, record keeping, formal financial reports and accounting for all contract and grant funds. The sponsored research development trust fund, which is derived from grant overhead cost sharing, will be accounted for in a separate fund. The University Controller will maintain such records and make such reports as are required by law and by the administrator of the Division of Sponsored Research using acceptable accounting practices. The Controller and the Research Administrator will be responsible for determining that expenditures are made in accordance with the terms of the grant or contract, as well as with the regulations of the Division of Sponsored Research.

(4) The President or the University Provost is authorized, on behalf of the Board of Regents, to enter into and execute contracts and to accept grants for research. Subcontracts, expenditures and other commitments may be made only after official notification of the grant award is made to the University, unless the contract carries the following or its equivalent: "This contract (or agreement) is contingent upon receipt by Florida Atlantic University of funds from _____ (Granting Agency) for _____ (Grant Title)." Solicitation of bids should be made to qualified firms, agencies or persons. Advice and assistance of the Director of Procurement should be utilized by the Principal Investigator. The best and lowest bid is to be selected. The contract is to be signed by the Principal Investigator, the Dean of the College concerned and the President or the University Provost.

Specific Authority 240.241(2) FS. Law Implemented 240.241 FS. History–New 10-1-75, Amended 5-24-76, 12-17-78, Formerly 6C5-6.03, Amended 11-11-87. Formerly 6C5-6.003.