



## FLORIDA AGRICULTURE AND MECHANICAL UNIVERSITY Board of Trustees Policy

Board of Trustees Policy Number: 2005-08

Date of Adoption: June 30, 2005

Date of Revision: June 2, 2022

<b>Subject</b>	<b>Sponsored Contracts and Grants Policy</b>
<b>Authority</b>	1004.22, F.S.; BOG Regulation 1.001, formerly found under F.S. 1001.74 Powers and duties of university BOT; FAMU Regulation 1.021 Authority of the President formerly found under F.S. 1001.75, BOT 2008-01A
<b>Applicability</b>	All University Employees
<b>I. Policy Statement and Purpose</b> <p>This document establishes authority, pursuant to Section 1004.22, F.S., the president's designee shall formally accept sponsored grants and contracts on behalf of the Board of Trustees of the Florida A &amp; M University (Board of Trustees).</p>	
<b>II. Definitions</b> <p><b>President:</b> The highest-ranking administrator at Florida A&amp;M University (FAMU).</p> <p><b>Signature Authority:</b> Authority granted by the Board of Trustees given to the FAMU President to fund contracts and grants on behalf of the University.</p> <p><b>Vice President of Research:</b> The designated authorized official appointed by the FAMU President, to oversee all aspects of sponsored programs activities on campuses to promote sponsored projects and innovation activities.</p> <p><b>Facilities and Administrative Costs (F&amp;A):</b> Costs that are incurred for common or joint objectives and, therefore, cannot be identified readily and specifically with a particular sponsored project, an instructional activity, or any other institutional activity. Also referred to as "indirect costs." This is distinguishable from the Division of Finance and Administration, which uses a similar acronym.</p> <p><b>Principal Investigator/Program Director (PI/PD):</b> The primary individual responsible for the preparation, conduct, and administration of a research grant, cooperative agreement, training or public service project, contract, or other sponsored project(s) in compliance with applicable laws and regulations and institutional policy governing the conduct of sponsored research. They also have the responsibility to maintain key personnel and maintain secure research data in compliance with applicable cybersecurity protocols.</p> <p><b>Uniform Guidance (UG):</b> Federal grants are maintained in compliance with the Office of Management and Budget (OMB) 2 CFR 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, commonly called Uniform</p>	

Guidance. The UG is a government-wide framework for grants management and provides an authoritative set of rules and requirements for Federal awards.

**Sponsored Projects and Programs:** Academic or research activities supported by federal, state, or private agencies/entities. The scope of the activities is formalized by agreement.

### III. Compliance and Responsibilities

#### A. Acceptance

To be accepted, grants and contracts must adhere to applicable University regulation and policy, federal and state law and regulation, Board of Governors regulation, the terms and conditions of the specific sponsored contract or grant, and internal operating procedures.

#### B. Reporting

The President or the President's designee shall report to the Board of Trustees annually on the status of the University's research, including sponsored contract and grant activities. Additionally, significant individual grants having a substantial impact on the academic plan or budget of the University shall be reported to the Board of Trustees on an ad hoc, but timely basis. The Vice President of Research, or designee, may establish procedures for the implementation of this section.

#### C. Enforcement

Contracts and grants that fail to maintain compliance with applicable policies and regulations risk termination of the grant award by the University or granting agency. Faculty and staff members may be subject to discipline in accordance with University policies and applicable collective bargaining agreement.

The Division of Research shall establish the procedures for managing and monitoring sponsored awards. All persons granted PI/PD and Co-PI (Investigator(s)) authority must accept all of the responsibilities associated with the application for and administration of awarded sponsored projects.

Sponsored projects are enforceable by law, and specified objectives are usually accomplished within a specified time frame, with payment being subject to revocation.

Most sponsored projects also include facilities and administrative (F&A) costs.

**Sponsored project documents that set forth terms and conditions and require signatures must be signed by all appropriate authorized signatories of the University, pursuant to applicable University policies and regulations.**

<b>Attachment(s)</b>	N/A
<b>Hyperlink Addresses</b>	<a href="https://www.flbog.edu/regulations/active-regulations/">https://www.flbog.edu/regulations/active-regulations/</a> <a href="http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&amp;Search_String=&amp;URL=1000-1099/1004/Sections/1004.22.html">http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&amp;Search_String=&amp;URL=1000-1099/1004/Sections/1004.22.html</a>