

JACKSONVILLE STATE UNIVERSITY
Manual of Policies and Procedures

POLICY NUMBER: I:01:17

DATE: September 5, 2012

REVISION/REVIEW DATES: _____

SUBJECT: Delinquent Grants Policy for JSU Sponsored Projects

APPROVED: William A. Meehan, President

PURPOSE

To ensure that the Principal Investigators (PI) of JSU sponsored programs meet the sponsoring agency's technical and financial reporting requirements. If the reporting requirements outlined by the external sponsor are not fulfilled, JSU may be ineligible to receive final payments for the work performed and/or obtain continuation of awards, renewal awards or entirely new awards from the affected sponsors.

POLICY

The Institute for Research and Collaboration (IRC) facilitates collaboration for sponsored projects across the campus and assists with research center establishment. The Institute ensures that JSU's standards for performance are achieved by providing expertise to guide faculty through the life cycle of a project using standardized methods. The IRC also works with faculty to develop topic-specific research centers, allowing faculty to collaborate, publish findings, and receive recognition for their research efforts.

Sponsored projects such as grants, contracts, and sub awards are solicited and/or accepted for purposes which are consistent with the strategic objectives of JSU. Sponsored projects are undertaken by JSU with support from outside sponsors that expect an outcome or deliverable from the research. At a minimum, JSU reporting requirements include monthly timesheets, financial reporting, and an end of contract report. The end of contract report includes the name of the project and details on the deliverables that were produced.

Additionally, JSU reserves the right to revoke a Principal Investigator's participation in JSU Sponsored programs should the financial and technical reporting requirements not be met as defined in the scope of the program. The Project Manager within the IRC is available to establish a reporting timeline and assist with reporting submissions.

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References:

JSU Extra Compensation Policy: http://www.jsu.edu/busaffairs/polprocman/pdf/II_05_02.pdf

JSU Approval of Proposals for Externally Funded Sponsored Projects Policy:
http://www.jsu.edu/busaffairs/polprocman/pdf/II_05_01.pdf

RESPONSIBILITY

The Executive Director for the IRC is responsible for this policy.

EVALUATION

This policy will be reviewed every five years.