

## POLICY

Issued: November 17, 2003

Revised:

**Contacts** for questions about this policy, [click here](#)

Georgia State University is dedicated to teaching, research, and the extension of knowledge to the public. The purpose of this policy is to provide guidance for the definition and eligibility of Principal Investigators and Co-Principal Investigators (also designated Project Directors and Co-Project Directors by some granting agencies) of proposals submitted for sponsored support. Eligibility to act as a Principal Investigator/Project Director and Co-Principal Investigator/Co-Project Director on sponsored projects is afforded to faculty and staff as described further in the document.

## DEFINITIONS

Term	Definition
<b>Principal Investigator / Project Director</b>	Primarily responsible for the preparation and intellectual content of the proposal, for determining the intellectual direction of the research and scholarship once the study is funded and underway, for the administrative and financial management of the project, and for the training of students and staff involved in the project.
<b>Co-Principal Investigator / Co-Project Director</b>	One of two or more Principal Investigators/Project Directors who share responsibility for the project. Each person shall be considered a Co-Principal Investigator/Co-Project Director.
<b>Sponsored Project</b>	A project funded with grants, contracts and cooperative agreements, including but not limited to training, public service, research and cooperative projects.

## POLICY DETAILS

### Eligibility for Principal Investigator/Project Director Status

1. Faculty holding full-time tenure track and full-time non-tenure track positions and staff holding full-time, non-temporary positions (“permanent full-time”) are eligible to serve as Principal Investigators/Project Directors on sponsored projects.
2. An individual who is employed by the University but not on a permanent full time basis (e.g., temporary contract, adjunct faculty, postdoctoral fellows, faculty holding positions that are less than fulltime) is eligible to serve as a Principal Investigator/Project Director on sponsored projects if one of the following conditions is met:
  - a. A permanent full-time faculty or staff member is named as Co-Principal Investigator/Co-Project Director and accepts responsibility for ensuring that the sponsored project’s requirements are met; or
  - b. The Chair or Director of the department through which the work will be conducted accepts responsibility for ensuring that the sponsored project’s requirements are met at the time the grant proposal is submitted.

3. A student may serve as a Principal Investigator/Project Director, if allowable by the sponsor, provided a permanent full-time faculty or staff member is named as Co-Principal Investigator/Co-Project Director or mentor and accepts responsibility for ensuring that the sponsored project's requirements are met.

Exceptions to this policy can be made and require approval of the appropriate Department Chair, College Dean, and the Vice President for Research & Economic Development.

**RESPONSIBILITIES**

<b>Position or Office</b>	<b>Responsibilities</b>
<b>Principal Investigator / Project Director</b>	Submits any request for an exception to this policy to their Dept. Chair or Unit Head along with justification and any documentation to support their request.
<b>Dept. Chair/Unit Head</b>	Reviews and approves requests for exceptions to this policy and forwards to College / School Dean.
<b>College / School Dean</b>	Reviews and approves requests for exceptions to this policy and forwards to VP for Research & Economic Development.
<b>VP for Research &amp; Economic Development</b>	Provides final approval for any exceptions to this policy.

**CONTACTS**

<b>Subject</b>	<b>Office</b>	<b>Telephone</b>	<b>Email</b>
<b>Policy interpretation and all related issues</b>	Director, Office of Sponsored Proposals and Awards (OSPA)	404-413-3550	<a href="mailto:kpackman@gsu.edu">kpackman@gsu.edu</a>