

Memorandum

To: University Research Community

From: Roberto M. Gutierrez
Assistant Vice President for Research
Office of Research and Economic Development

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Subj.: Updated Gifts, Grants & Other Externally Sponsored Activities Decision Tree and
Negotiation and Execution of Sponsored Project Awards and Agreements Policy and
Procedures # 2320.055

Date: September 2, 2021

The [Gifts, Grants & Other Externally Sponsored Activities Decision Tree](#) and the [Negotiation and Execution of Sponsored Project Awards and Agreements Policy and Procedures # 2320.055](#) have been updated to make it clear that any funds (including gifts/donations or charitable grants) that are in furtherance of research or to pay for individuals engaged in research activities must be managed by ORED if accepted by the FIU Foundation Inc.

Funds in furtherance of research accepted by the FIU Foundation Inc. will require an executed agreement between the donor and the FIU Foundation Inc. as well as a statement of work and budget to be routed via the Electronic Proposal Approval Form (ePRAF) system by the PI for review and approval by ORED. The sponsor on the ePRAF will be the FIU Foundation Inc. Once the ePRAF is approved a Subproject Letter of Agreement between the FIU Foundation Inc. and ORED will be issued and executed. FIU Foundation Inc. funds managed by ORED will be subject to all institutional policies and procedures.

Please note that in accordance with Florida Statute Section 1012.977, all FIU employees engaged in externally funded research activities are subject to the additional COI compliance requirements of Florida Statute Section 1012.977, hence the importance of adhering to this critical requirement.

The updated decision tree is available at <https://research.fiu.edu/proposal-preparation/#toggle-id-4>.

If there are any questions regarding this memo then please contact Robert Gutierrez, Assistant Vice President for Research at gutierr@fiu.edu or Milly Garcia Chica, Assistant Vice President for the FIU Foundation Inc. at garciami@fiu.edu.