



Policy on Solicitation and Acceptance of Sponsored Projects

(Approved by the President; Revised on August 29, 2005)

I. PURPOSE

- A. To set forth University of Maryland Biotechnology Institute (UMBI) policy regarding the application for and award of sponsored projects on the UMBI campus. This policy applies to all sponsored projects conducted under the auspices of UMBI or using its resources, personnel or space.
- B. To establish the Office of Sponsored Programs (OSP) as the designated office responsible for ensuring compliance with this policy.

II. BACKGROUND

This policy has been developed to ensure compliance with BOR policy IV-2.00 – Policy on Solicitation and Acceptance of Sponsored Projects (Approved by the Board of Regents, January 11, 1990) Additional reference: UMBI – Office of Sponsored Programs (OSP) web page.

III. DEFINITIONS

- A. Proposal: A proposal is defined as any document that would commit UMBI resources.
- B. Sponsored projects: Sponsored projects are those projects concerned with research training, service, or some other activity supported by an organization, agency, or individual external to the University for which some return in the form of specified work, data, reports, or findings is expected.

IV. POLICY

- A. All proposals for sponsored projects must be submitted to the UMBI OSP for review and written approval. Provisions of a UMBI sanctioned agreement must cover any exceptions.
- B. All awards are made to and accepted by the University via the OSP.
- C. The OSP is responsible for compliance with BOR policy IV-2.00.
- D. The OSP is responsible for issuing and modifying procedures necessary to ensure compliance with UMBI, University System of Maryland and sponsor policies as they relate to sponsored projects.
- E. The OSP is responsible for negotiation of the terms of sponsored research agreements. Input to such negotiations by entities such as the Center and the principal investigator or the Business Development office shall be via the OSP.

APPROVED: Dr. Jennie Hunter-Cevera August 29, 2005