

PRINCIPAL INVESTIGATOR/PROJECT DIRECTOR (PI/PD) RESPONSIBILITIES ON SPONSORED PROJECTS

As principal investigator (PI) or project director (PD) on a sponsored project, you will have overall responsibility – fiscal and programmatic – for the conduct of the project described in the proposal and /or awarding document. As the PI/PD role, you are responsible for:

The **programmatic management** of the contract or grant and conducts the project to meet project goals and objectives while adhering to sponsor guidelines, and university policies and procedures.

The **financial management** of the contract or grant, hiring personnel, budget expenditure, and insures that all expenditures are directly related to the project and necessary to meet project goals and objectives as well as be allowable under the terms and conditions of the award.

Monitoring any **sub recipients** to ensure that programmatic and financially the sub recipient is meeting project goals and objectives while adhering to sponsor regulations.

The completion, accuracy, and timeliness of all technical **reports** required by the sponsor.

Disclosing any **conflict of interest** that would affect the conduct of the project.

Properly report your effort on federally sponsored activities by **certifying** your own effort and the effort of support staff, if applicable, on a quarterly basis.

Ensuring compliance with university policies for **Intellectual Property and Human Subjects** are followed, if applicable to the project.