Principal Investigator Acceptance of Responsibility Policy

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DESCRIPTION

Pursuant to the regulations presented in CSU Executive Order 890 (http://www.calstate.edu/eo/EO-890.pdf), San Francisco State University has defined the set of normal responsibilities and requirements for Principal Investigators (PIs) who have sponsored programs administered through the Office of Research and Sponsored Programs (ORSP). Additionally, PIs are responsible for familiarizing themselves with, and adhering to, any additional requirements or responsibilities imposed by the sponsor.

The PI is responsible for the following aspects of their ORSP project(s):

- The management and integrity of research design, conduct, and reporting

- Conducting objective research that yields independent, high quality, and reproducible results

- Carrying out the project's financial plan as presented in the funded proposal, or consulting with ORSP in order to make changes to that plan following a prescribed set of policies and procedures

- Managing, monitoring, and ensuring the integrity of any collaborative relationships

Upon receipt of a new award, contract, or supplemental funds to an existing sponsored project, the PI is sent an email notifying them of the sponsor's decision and providing them with several links:

- A link to download any associated documentation from the sponsor provided to ORSP, if applicable, which the PI must read. The PI should discuss any questions or concerns with their ORSP Grant Administrator.

- A link to a page of SFSU-specific terms and conditions that may apply to their ORSP-administered project during the course of their sponsored program. The PI shall read the content of this page, and *Submit* to certify their acknowledgement of the roles and responsibilities associated with their sponsored project.

The PI must acknowledge and accept responsibility for their ORSP project prior to project activation.

The PI shall discuss any arising questions or concerns with their ORSP Grant Administrator.