



UNIVERSITY
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SYSTEM

Office of the Vice President for Research

March 11, 2008

TO: Chancellors, Deans, and Directors

FROM: James R. Gaines *JR Gaines*
Vice President for Research

SUBJECT: Sponsored Research and Training Contracts or Grants as RCUH Direct Projects

Over the past years, there have been instances when a Principal Investigator found that the University is unable to accept a sponsored contract or grant because of complexities involved (e.g., terms/conditions, hiring of personnel, etc.) and requested the University's approval to submit a proposal through RCUH. In this situation, RCUH serves as the prime contractor and assumes the responsibility for compliance with the contract terms and conditions (with the University researcher serving as the PI). We have allowed this in certain cases. However, such contracts/grants are not included in the University reports to the BOR or the National Science Foundation, as the University is not the award recipient and therefore does not receive any indirect costs. These "direct" projects to RCUH are, however, assessed a University facilities use charge if the project activity uses University facilities.

We have noticed an increase in the number of requests for "direct" projects to RCUH, and we would like to ensure that Deans, Directors, and Chancellors are part of the approval process.

Therefore, effective immediately, Principal Investigators who have compelling reasons to take a sponsored contract or grant directly to RCUH shall submit a request to the Vice President for Research through their respective Dean or Director and Chancellor (also via the Vice Chancellor for Research at UH Manoa). The request must naturally include a valid justification for the request. It should also indicate whether University facilities and staff would be working on a proposed direct project. Please keep in mind that RCUH has their internal procedures on the types of contracts and grants that they will accept.

Your cooperation in adhering to this procedure will be appreciated.

c: Gary Ostrander, Vice Chancellor for Research and Graduate Education
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