
OFFICE OF RESEARCH
University of New Orleans

Internal Management Directive IMD – 85.003

Effective Date: 4/1/2009

SUBJECT: Principal Investigator Eligibility

PURPOSE

To provide guidelines for determining the eligibility to be listed as the Principal Investigator in seeking external funding.

DEFINITIONS

Principal Investigator: An employee of the University who is or becomes eligible under this policy to submit a proposal for extramural support for a research, training, or public service project, who personally participates in the project to a significant degree, and who has primary responsibility for the scientific, technical, and administrative conduct and reporting of the project. The term Investigator shall include “Co-Principal” Investigators who share responsibility for the scientific, technical, and administrative conduct and reporting of a project.

GENERAL POLICY

All full-time faculty of the University are eligible to be Principal Investigators and to submit proposals for external funding unless such eligibility has been removed for violation of University policies or other extenuating circumstances. Other University personnel are also eligible by holding specific University titles as identified below. Finally, other University personnel may be designated as permanently eligible or one-time eligible when approved in writing by the Chair, Dean/Director and Vice President for Research and Economic Development.

AUTHORITY Internal Management Directives, IMDs, are issued in accord with AP-OP-01.1.

POLICY

All full-time faculty of the University, including emeritus faculty, are eligible to be Principal Investigators and to submit proposals for external funding unless such eligibility has been removed for violation of University policies or other extenuating circumstances.

In addition to full-time faculty, the holders of the following University titles (including Interim) are also eligible to be Principal Investigators:

Associate Dean
Associate Director
Associate Vice President
Dean
Director
Executive Director
Project Coordinator

The following titles are not eligible to be Principal Investigators unless approved in writing by the Chair, Dean/Director and Vice President for Research and Economic Development:

Visiting Professor/Scientist (all ranks)
Professor for Research (all ranks)
Postdoctoral Researcher
Teaching/Research Associate (all levels)
Graduate/Teaching/Research Assistants

Requests to be eligible to be listed as a Principal Investigator should indicate the sponsoring agency, the solicitation, the period of the award if successful and a justification for the request.

The designation of eligibility is determined by the title of the position. University personnel who hold a position with a title that would not provide them the privilege of permanent eligibility may be designated as permanently eligible when approved in writing by the Chair, Dean/Director and Vice President for Research and Economic Development.

Kenneth Sewell
Vice President for Research and Economic
Development