

# STANDARD ADMINISTRATIVE PROCEDURE

## 15.01.01.M5.01 Principal Investigator Eligibility on Sponsored Agreements

*Approved March 30, 2016*

*Next Scheduled Review: March 30, 2021*

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### Standard Administrative Procedure Statement

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This Standard Administrative Procedure identifies the requirements for PI Eligibility on sponsored agreements, proposals, and projects.

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### Definitions

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Principal Investigator (PI): This individual has been designated by the University and the sponsor as the responsible person for overall administrative, fiscal, scientific and technical direction and conduct of a sponsored project within the terms and conditions of the award and in accordance with University and System rules and regulations. Where there are other PIs on the grant designated by the University and the sponsor, they are referred to as Co-PIs. In these cases the PI assumes the role of project leader or lead PI and is listed first on the proposal.

Co-Principal Investigator (Co-PI): This individual has been designated by the University and the sponsor as a Co-PI and shares the responsibilities for the sponsored project with the PI. In addition to responsibilities for the administrative, compliance and scientific and technical direction of a sponsored project, the Co-PI has fiscal authority and may oversee the spending of a sponsored project in accordance with its terms and conditions.

Co-Investigator (Co-I): As an investigator on a sponsored project, this individual is responsible for the conducting of research within the terms and conditions of the award and in accordance with University and System rules and regulations. Individuals serving in this role must be approved by the University through the normal administrative channels. Co-Is do not have fiscal authority by virtue of their title but can be given authority if delegated in writing by the PI.

Collaborator: An individual who commits to contribute to the scientific development or execution of the project, but does not commit any specified measurable quantified level of effort on the project. Individuals qualifying for the role of PI, Co-PI, or Co-I and/or contribute measurable effort may not be listed as a collaborator. Individuals are not expected to meet the eligibility criteria defined in TAMU Rule 15.01.01.M5 to serve as a Collaborator on a sponsored research proposal and/or project.

Retired Faculty: Retired Faculty are faculty who have officially retired from the University.

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1. ELIGIBILITY TO SERVE AS PRINCIPAL INVESTIGATOR (PI)

Eligibility to act as a University Principal Investigator, Co-Principal Investigator, or Co-Investigator on a sponsored project is limited to university employees (generally faculty), excluding positions for which student status is a requirement. Non-faculty University principal investigators must hold a faculty-equivalent research position to serve as a Principal Investigator, Co-Principal Investigator, or Co-Investigator on a sponsored project, or be granted an exception based on the approval of the Vice President for Research (VPR) or designee. For those reporting to an academic college, a recommendation for an exception from the Department Head and Dean is required prior to routing to the VPR or designee for approval. For those who do not report to an academic college, the appropriate unit head will make a recommendation to the VPR for approval. Except as provided in the case of retirees, all individuals who serve in the role of a principal investigator on University sponsored projects must be employed by the University in a budgeted position.

University Faculty Equivalent/PI Eligible title codes are listed on the Division of Research Website and can be found at the following location: <http://vpr.tamu.edu/researchadmin/FAcompliance/time-and-effort/general-information/pi-eligible-title-codes>

2. SPECIAL CONDITIONS:

Persons with the following titles are authorized to be Principal Investigators, Co-Principal Investigators, or Co-Investigators within the identified limitations as determined and approved by the department/center, and the Dean of the college or unit head, in which the person is appointed. VPR or designee approval is not required for the following titles:

Retired Faculty: Participation as a Principal Investigator requires Department Head and Dean approval. Retired Faculty wanting to serve as a Principal Investigator, Co-Principal Investigator or Co-Investigator must be re-employed by the University and placed on payroll for the percentage of time they will serve as a Principal Investigator, Co-Principal Investigator or Co-Investigator at the time of award. Retired Faculty not serving in these roles may work on projects as a Collaborator, not requiring employment.

Emeritus Faculty: Retired Faculty granted emeritus status by The Texas A&M University System Board of Regents may serve as a Principal Investigator, subject to Department Head and Dean approval. Emeritus Faculty wanting to serve as a Principal Investigator, Co-Principal Investigator, or Co-Investigator have the option to be re-employed by the University and placed on payroll for the percentage of time they will serve as a Principal Investigator, Co-Principal Investigator, or Co-Investigator at the time of award. If

Emeritus Faculty chooses not to be re-employed by the University, they will be required to certify their time and effort via a manual process and not through the standard time and effort certification system.

Postdoctoral Research Associate: Individuals holding the position of Postdoctoral Research Associate (Title Code 7360) can serve as a Principal Investigator, Co-Principal Investigator or Co-Investigator, with the approval of their Department Head and Dean, contingent upon the PI Eligibility requirements of the sponsor guidelines and the specific discipline objectives of the college/center and the role performed by the individual.

Visiting Faculty: As members of the faculty, Visiting Faculty and faculty equivalent may serve as a Principal Investigator, Co-Principal Investigator or Co-Investigator. However, the term of the proposed project cannot exceed the duration of their anticipated appointment, as determined by the Department Head and Dean.

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**Related Statutes, Policies, or Requirements**

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[University Rule 15.01.01.M5, Preparation, Review and Submission of Sponsored Project Proposals](#)

[University SAP 31.08.01.M0.02, Faculty Emeritus Status](#)

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**Contact Office**

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