

Who's Who on my Sponsored Project?

REVIEW THE CHARACTERISTICS IN EACH COLUMN BELOW TO HELP DETERMINE WHO'S WHO ON YOUR SPONSORED PROJECT						
	UCR Employee	Subrecipient	Contractor	Consultant	Other Collaborator	Participant Support
Role	UCR Personnel contributing essential and measurable effort on the project.	An entity receiving pass-through funding from UCR to perform, in good faith, a substantive or significant portion of the programmatic effort on the project.	An entity providing goods, products or services that are ancillary to the project yet necessary for UCR to carry out the project.	An individual or firm retained to provide professional advice or services when no other UCR employee with like expertise or experience is available.	An individual who contributes to the scientific development or execution of the project on an "as needed" basis, but does NOT commit any specified or measurable effort.	Individuals or trainees (but not UCR employees) participating in conferences, meetings, symposia, workshops or training projects.
Type of Relationship	<input type="checkbox"/> Employer-employee <input type="checkbox"/> Work is supervised by UCR PI/Co-PI <input type="checkbox"/> Paid via UCR payroll <input type="checkbox"/> Signed UC Patent Acknowledgement	<input type="checkbox"/> Pass-through recipient <input type="checkbox"/> Co-investigator at another institution <input type="checkbox"/> May be listed as a Co-PI	<input type="checkbox"/> Procurement. Fee for Service <input type="checkbox"/> No one individual providing goods and services is identified <input type="checkbox"/> Competes with comparable entities to provide the same goods or services as part of normal business operations	<input type="checkbox"/> External advisor to the project <input type="checkbox"/> Cannot be a Co-PI/Co-I <input type="checkbox"/> Meets independent contractor status established by IRS.gov <input type="checkbox"/> If Academia, service is outside his/her institutional time/commitment	<input type="checkbox"/> Voluntary uncommitted effort <input type="checkbox"/> Informal collaboration <input type="checkbox"/> Non-binding	<input type="checkbox"/> Non-employee <input type="checkbox"/> Trainee/Participant
Type of Activity	<input type="checkbox"/> UCR PI has primary responsibility for design, conduct and management of overall project <input type="checkbox"/> Scope of work assigned & supervised by UCR PI/Co-PI <input type="checkbox"/> Uses UCR institutional facilities and resources	<input type="checkbox"/> Scope of Work is unique and complex <input type="checkbox"/> Contributes substantively to scholarly & scientific conduct of the project <input type="checkbox"/> Significantly involved with design, conduct, and management of overall project <input type="checkbox"/> Project is within the research objectives of the entity <input type="checkbox"/> Does NOT use UCR facilities & resources	<input type="checkbox"/> Provides goods & services to UCR in support of the project <input type="checkbox"/> No analysis or discretionary judgment <input type="checkbox"/> No participation with design, conduct or management	<input type="checkbox"/> Provides expert advice or services <input type="checkbox"/> NOT essential toward the shape, design, development, direction, completion, and overall outcome <input type="checkbox"/> Uses their own work area, resources, materials & supplies	<input type="checkbox"/> No Scope of Work <input type="checkbox"/> No measurable/quantified effort <input type="checkbox"/> No institutional resources used	<input type="checkbox"/> No Scope of Work <input type="checkbox"/> No requirement to work
Programmatic Compliance	<input type="checkbox"/> Responsible	<input type="checkbox"/> Responsible <input type="checkbox"/> Needs animal or human subjects approvals for its independent portion of the work, (if applicable)	<input type="checkbox"/> Not responsible	<input type="checkbox"/> Not responsible	<input type="checkbox"/> Not responsible	<input type="checkbox"/> Not responsible
Programmatic Decision Making	<input type="checkbox"/> Responsible	<input type="checkbox"/> Responsible	<input type="checkbox"/> Not responsible	<input type="checkbox"/> Not responsible	<input type="checkbox"/> Not responsible	<input type="checkbox"/> Not responsible
Programmatic Reporting	<input type="checkbox"/> Required	<input type="checkbox"/> Required	<input type="checkbox"/> Not required <input type="checkbox"/> May provide data sequencing reports; no analysis involved	<input type="checkbox"/> Not required	<input type="checkbox"/> Not required	<input type="checkbox"/> Not required
Selection Criteria	<input type="checkbox"/> Competency, skills, knowledge, and ability and coordinated with UCR HR	<input type="checkbox"/> Unique expertise; Scholarly/Scientific abilities to carryout program objectives	<input type="checkbox"/> Price, capability, availability, specifications	<input type="checkbox"/> Expertise, capability, availability, price	<input type="checkbox"/> Unique expertise <input type="checkbox"/> Scholarly/Scientific abilities.	<input type="checkbox"/> Relevancy <input type="checkbox"/> Sponsor guidelines
Performance Measurement	<input type="checkbox"/> Based on effort performed <input type="checkbox"/> Salary/Wages certified by PI using UCR's Payroll Certification. System	<input type="checkbox"/> Effort performed <input type="checkbox"/> Ability to meet key objectives of the project/program	<input type="checkbox"/> Specific deliverable are identified and met	<input type="checkbox"/> Completion of specific work	<input type="checkbox"/> None	<input type="checkbox"/> Participation
Publications	<input type="checkbox"/> May be co-author on resulting publications	<input type="checkbox"/> May be co-author on resulting publications	<input type="checkbox"/> No expectation for Publication rights	<input type="checkbox"/> Publication rights may be prohibited	<input type="checkbox"/> May be co-author on resulting publications	<input type="checkbox"/> No expectation for Publication rights
Intellectual Property (IP)	<input type="checkbox"/> May seek protection for inventions.	<input type="checkbox"/> May seek protection for inventions	<input type="checkbox"/> No expectation for IP rights	<input type="checkbox"/> No potential for patentable or copyrightable technology to be created	<input type="checkbox"/> No expectation for IP rights	<input type="checkbox"/> No expectation for IP rights
Basis of Cost Estimate	<input type="checkbox"/> Salary/Wages + Benefits & applicable F&A Costs to carryout programmatic effort <input type="checkbox"/> Effort may be cost shared if allowed by sponsor	<input type="checkbox"/> Personnel Costs, Equipment, Travel, Supplies, Publication Costs, Other Direct Cost and F&A Costs to carryout portion of programmatic effort	<input type="checkbox"/> Established rates <input type="checkbox"/> Catalog pricing. Vendor Quotes <input type="checkbox"/> Historical costs for like projects <input type="checkbox"/> Include shipping/handling/delivery	<input type="checkbox"/> Fixed hourly/daily rate <input type="checkbox"/> May include travel, expenses and overhead	<input type="checkbox"/> Effort is NOT quantified anywhere in the Proposal <input type="checkbox"/> No personnel costs are requested	<input type="checkbox"/> Amounts based upon reasonable need <input type="checkbox"/> Stipend limits set by the sponsor <input type="checkbox"/> May include subsistence allowances, travel allowances, paid registration fees
Line Item in UCR Budget	<input type="checkbox"/> UCR Senior/Key Persons <input type="checkbox"/> UCR Other Personnel	<input type="checkbox"/> Subaward/Consortium	<input type="checkbox"/> Materials and Supplies <input type="checkbox"/> Computer Services <input type="checkbox"/> Other Direct Costs	<input type="checkbox"/> Consultant Services <input type="checkbox"/> Do not use the word "honoraria" as it implies no requirement to perform work	<input type="checkbox"/> Not listed	<input type="checkbox"/> Participant/Trainee Support Costs
Award Mechanism	<input type="checkbox"/> UCR employment contract	<input type="checkbox"/> Subaward	<input type="checkbox"/> Procurement Contract (e.g. purchase order or fee-for-service)	<input type="checkbox"/> Consulting Agreement If Academia; payment made directly to Consultant and beyond institutional salary with associated tax liability	<input type="checkbox"/> No formal/legal agreement	<input type="checkbox"/> No formal/legal agreement