
ELIGIBILITY TO SERVE AS A PRINCIPAL INVESTIGATOR OR PROJECT DIRECTOR

POLICY STATEMENT

Lipscomb University (“Lipscomb”) provides a consistent process to establish who is eligible to participate in externally funded research and sponsored programs in the role of the Principal Investigator or Project Director (PI/PD).

PURPOSE

The purpose of this policy is to set forth the eligibility requirements of a PI/PD on an extramurally funded research and sponsored program at Lipscomb.

APPLICABILITY

This policy applies to all externally funded research and sponsored program.

DEFINITIONS

Capitalized terms that are used but not otherwise defined in this policy have the following meanings:

- A. *Principal Investigator (PI) and Project Director (PD):*** Lipscomb considers a PI and PD to be the individual who bears the responsibility for the overall operation and performance of the award, including management, reporting, subrecipient monitoring, record retention, compliance, effort certification, and other activities supporting program delivery and management. The term PI may be commonly seen in research grants, whereby PD is commonly used for awards which are more programmatic in nature without a dedicated research component. The term principal investigator is intended to include, by reference throughout this policy, the role of co-principal investigator.

POLICY

Eligibility to Serve as PI/PD

Only eligible Lipscomb faculty, staff, and appointees (when appropriate) may serve as a PI/PD on extramurally funded research and sponsored program. Eligibility includes full-time faculty, staff, and administrative members. Part-time/adjunct faculty, part-time staff, visiting faculty, other part-time personnel, and affiliates (including but not limited to emeritus faculty), may only serve upon prior written approval of the Chief Research Officer.

Students, Fellows, and Trainees

Postdoctoral fellows and trainees (postdoctoral fellows and graduate students) may be eligible to

be principal investigators on fellowship and training programs when such a designation is required by the funding agency and a PI-eligible faculty or staff personnel is identified as their sponsor/mentor. Undergraduate students are not eligible to serve as a PI, but may serve as co-PI under the condition that the PI is duly eligible to serve in that capacity.

Awards to the Institution:

All extramurally funded research and sponsored programs administered on behalf of Lipscomb shall be assigned a PI/PD.

CONTACT

For additional information or questions regarding this policy, contact the Office of Research and Grants, which can be reached at 615-966-5907.

EFFECTIVE DATE

This policy was approved by the Office of the Provost on November 3, 2022. This policy should be reviewed, and any appropriate changes made and duly approved, on an annual basis to ensure compliance with applicable law.