



Gift v. Sponsored Activities Fund Determination Worksheet

This worksheet is used by SPA to determine in which Fund to establish the project, based on the criteria identified below.

FUND _____

Sponsor:	Contract/Award #:
PI:	Project Period:
Org/Dept Id:	Award Amount:
Reporting Requirements:	Document Retention Period:

Project Description:

Questions (1-5 designates fund 25 / 6-12 designates fund 22 or fund 24)	Yes	No
1. Are there any deliverables to the funder? (i.e., is the funder getting something of value, such as a technical report dealing with substantive aspects of the work? Simple financial reports or general informational reports are not considered to be a deliverable.)		
2. Will the funder have any rights or ownership of the products of the research?		
3. Has the funder placed restrictions on the use or distribution of the data or results?		
4. Does the funder have input or joint determination of the research process during performance?		
5. Will NYU have to pay an economic or punitive penalty (other than giving the money back) for failure to meet the agreement?		
6. Award instrument requires endorsement by a University official. Investigator is obligated to a line of scholarly or scientific inquiry that follows a plan, provides for orderly testing or evaluation or seeks to meet stated performance goals. Proposal is submitted in sponsor-required format		
7. Terms of the award require publications or technical reports dealing with substantive aspects of the work. Investigator is obligated to report project results.		
8. Proposal and resulting award often include a line item budget that identifies expenses by activity, function, or project period and includes indirect costs. Award includes budgetary constraints such as limits on budget categories, or the sponsor exercises prior approval or other controls over expenditures. Fiscal accountability is required, as evidenced by submission of financial reports to the sponsor, audit provision, or return of unexpended funds at the conclusion of the project.		
9. Sponsor identifies a technical monitor who is responsible for monitoring performance, arranging research visits and providing liaison between the University and corporate research teams.		
10. Terms include a period of performance that is specific for defining allowability of expenditures or other purposes.		
11. May be continued or renewed contingent on such things as technical review or satisfactory progress. (This implies that the sponsor is monitoring performance to determine if some set of expectations is fulfilled).		
12. Sponsor requires University policy and/or certification regarding compliance issues, e.g., animal and human subject treatment, biohazardous materials oversight, etc.		

Approved by: _____ Date: _____