

	Policy: Single PI for Multi-department SPH Awards
	Approved by: Kimberly Horn, Associate Dean of Research
	Date: 12/10/15

Increasingly, the SPH is receiving grant awards that involve more than one SPH department. As the School moves toward more collaborative science, it is necessary to make adjustments to our award management processes to increase efficiencies, reduce complexities, and improve tracking of grant dollars. In the past, awards that involved investigators from more than one SPH department could have equally as many project task and awards (PTAs) set up. As such, a PTA was set up for each department that had an investigator participating on an award, creating numerous problems.

In November 2015, initiated by the Office of Research Excellence, a working group was formed among the SPH grant management administrators to review the issues associated with multiple PTAs and to suggest solutions to address these issues. The major concerns were:

- PIs and the PIs' departments not having full ownership and fiscal control over project awards
- Investigators being identified as PIs in the GW tracking systems who are not the official PIs of record (for the award)
- Enterprise Accounting System (EAS) and PI Dashboard views can be misleading or unclear because of the split awards across departments
- Unallocated effort creating carry forward funds on split awards
- Less than ideal tracking of carry forward or unspent funds because of split awards
- Reconciling issues when funding or expenses increase or decrease from original budget
- Potential communication issues between departments (and investigators)
- Additional unnecessary work for Office of the Vice President for Research (OVPR) and Grants and Contracts Accounting Services (GCAS)
- GCAS to set up and manage and invoice for projects with multiple PTAs

As recommended by the working group, effective on the date of this policy, all SPH proposal budgets involving more than one department will be developed with all expenditures on one master budget (that is, there will no longer be separate columns for each department's budget). However, the department affiliation for all personnel and other direct costs will be noted in that budget. For post award, only one PTA will be created -- in the PI's home department. This change will assure that all funding associated with the award flows to the lead PI's name and his/her department. *Effort coverage will not be affected by this change; investigators from departments different than the lead PI's department will continue to be charged to the award as budgeted.*

Exceptions to this policy will be made in the case of multiple PIs or in special circumstances as determined by SPH Associate Dean for Research, the relevant chairs, and the PIs where it is appropriate that an award is split across departments. Additionally, multi-school projects across GW will continue to require separate PTAs for each non-SPH school/unit involved.

Salary and other approved cost sharing will remain within each investigator's department and the cost share forms will be completed, per usual, upon proposal submissions.