Project Performance

Prior to undertaking the responsibility of a sponsored project, it is important that the principal investigators understand the administrative requirements of the award.

- It can be useful for principal investigators, especially those who have never managed a sponsored project, and their staff to meet with the sponsored program officer to discuss the administrative aspects of the award.

Meeting Sponsor Requirements

The Office of Sponsored Program's procedures and systems are designed to help principal investigators understand and comply with a variety of sponsor rules and regulations in a consistent manner.

- Sponsor requirements are documented either in the award agreement itself or in the sponsor's policy documents, many of which are available on sponsors' web pages.
- Sponsored program officers can provide additional guidance, copies of award documents, and details of sponsor rules and regulations.

Managing Expenditures

All sponsored projects are considered to be restricted funds. Thus, all charges to Office of Sponsored Programs sponsored projects must be:

- reasonable, allowable, and allocable to the project
- in accordance with program plans and objectives
- clearly required for the project
- consistent with the budget established for the project (in total, by category, or by line item, depending on sponsor requirements)
- incurred within the project time period
- in accordance with sponsor regulations, university policy, and Office of Sponsored Programs procedures for implementing those regulations and policies

Any deviations from the above require justification and/or additional sponsor approval. Sponsored program officers can provide information and advice on what may or may not be charged to a sponsored project and they can assist in seeking required approvals.

More Information available at: https://osp.osu.edu/administration/project-performance/