

ROLE OF PRINCIPAL INVESTIGATOR

The PI assumes primary responsibility for satisfactory management of all externally funded research projects. Thus, the technical requirements of the project and the day-to-day administration, as well as financial management are the responsibility of the Principal Investigator, under the supervision of the department head, dean, and the Office of Sponsored Programs.

WHO MAY SERVE AS A PRINCIPAL INVESTIGATOR (PI)?

In order to ensure that the project is conducted by those who have the requisite skills, training, and ability to uphold MSU's institutional commitments to funding agencies (subject to the Exceptions below), only employees with at least a 0.1 FTE appointment who hold the following positions may serve as PIs (or Co-PIs) on grants and contracts managed by the MSU Office of Sponsored Programs:

- Tenurable Professors (Full Professors, Associate Professors, or Assistant Professors)
- Research Professors, Associate Research Professors, or Assistant Research Professors
- Senior Research Scientists or Research Scientists
- Senior Research Engineers or Research Engineers
- Emeritus Faculty with a minimum .1 FTE

WHO MAY SERVE AS A CO-PRINCIPAL INVESTIGATOR (Co-PI)?

Only individuals in the following categories may serve as Co-PIs on grants and contracts managed by the MSU Office of Sponsored Programs (Subject to the Exceptions below):

- Any individuals who are qualified to serve as a PI may also serve as a Co-PI.
- Post-doctoral scholars or post-doctoral research associates may serve as Co-PI, however for PI status, specific written approval must be granted by the department head and dean of the college where they are affiliated.
- Undergraduate students and graduate students: these may only serve as Co-PIs if the funding agency has specified that they may do so. In that case, specific written approval of the department head and the dean of the college in which the student is registered must be obtained.

Required written approvals must be completed approximately one month before the grant or contract submission deadline.

EXCEPTIONS

Individuals other than those specifically stated above may serve as PI or Co-PI only if specific written approval is obtained by the sponsoring department head, dean, and the Associate Vice President for Research. Exceptions could apply to individuals such as Emeritus Faculty with no FTE, MSU employees who do not hold a faculty position, or Federal employees as outlined below. Such approval must be completed approximately one month before the grant or contract proposal submission deadline.

Federal employees holding faculty-affiliate positions may serve as PI's only with written approval from the Federal agency's authorized business official, and the relevant MSU department head and dean and the Associate Vice President for Research. If approval is obtained, a written agreement between the Federal agency and the University is required, which must define the relationship between and the management responsibilities of all parties. Federal employees may not be assigned signature authority on a sponsored project.