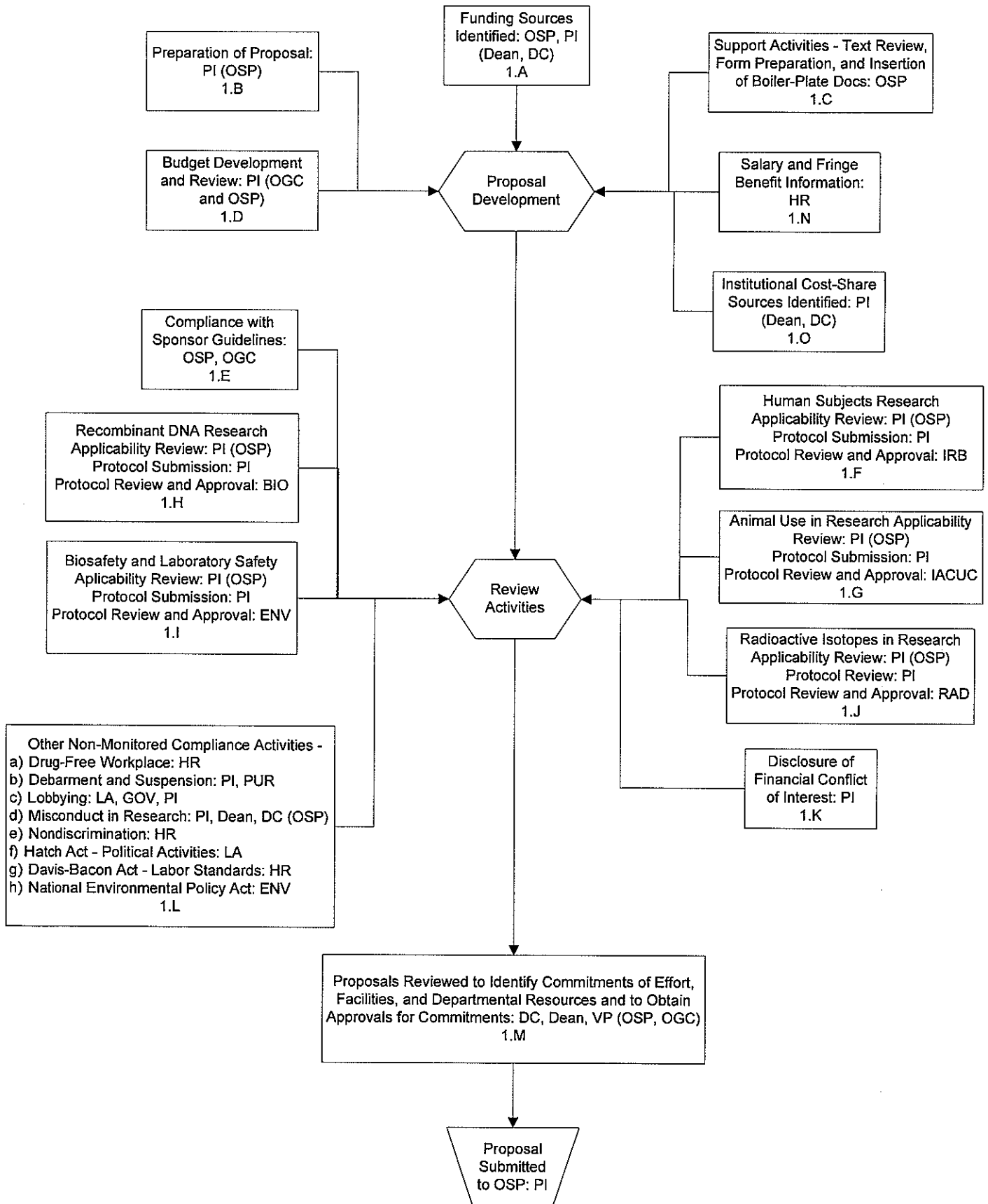
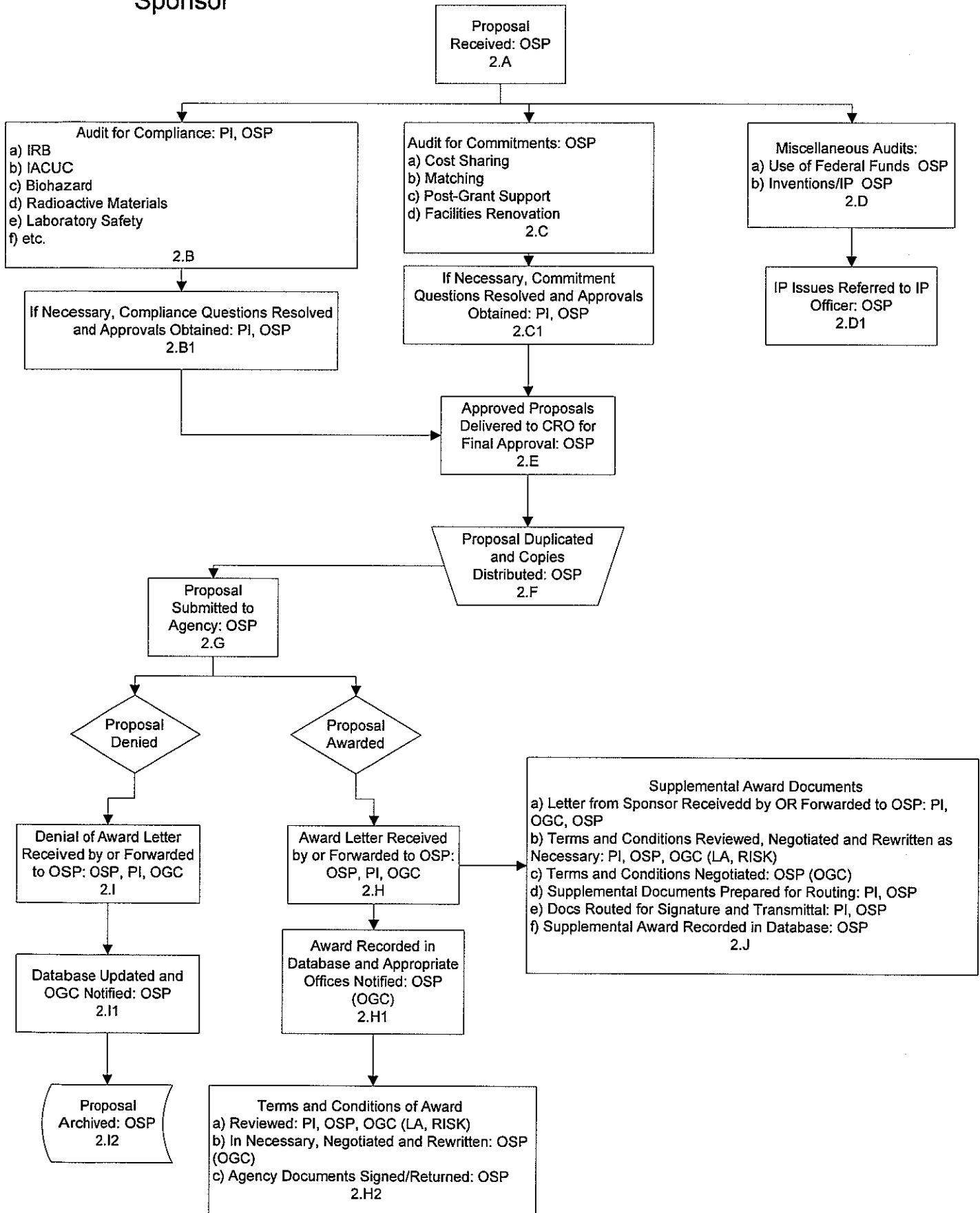


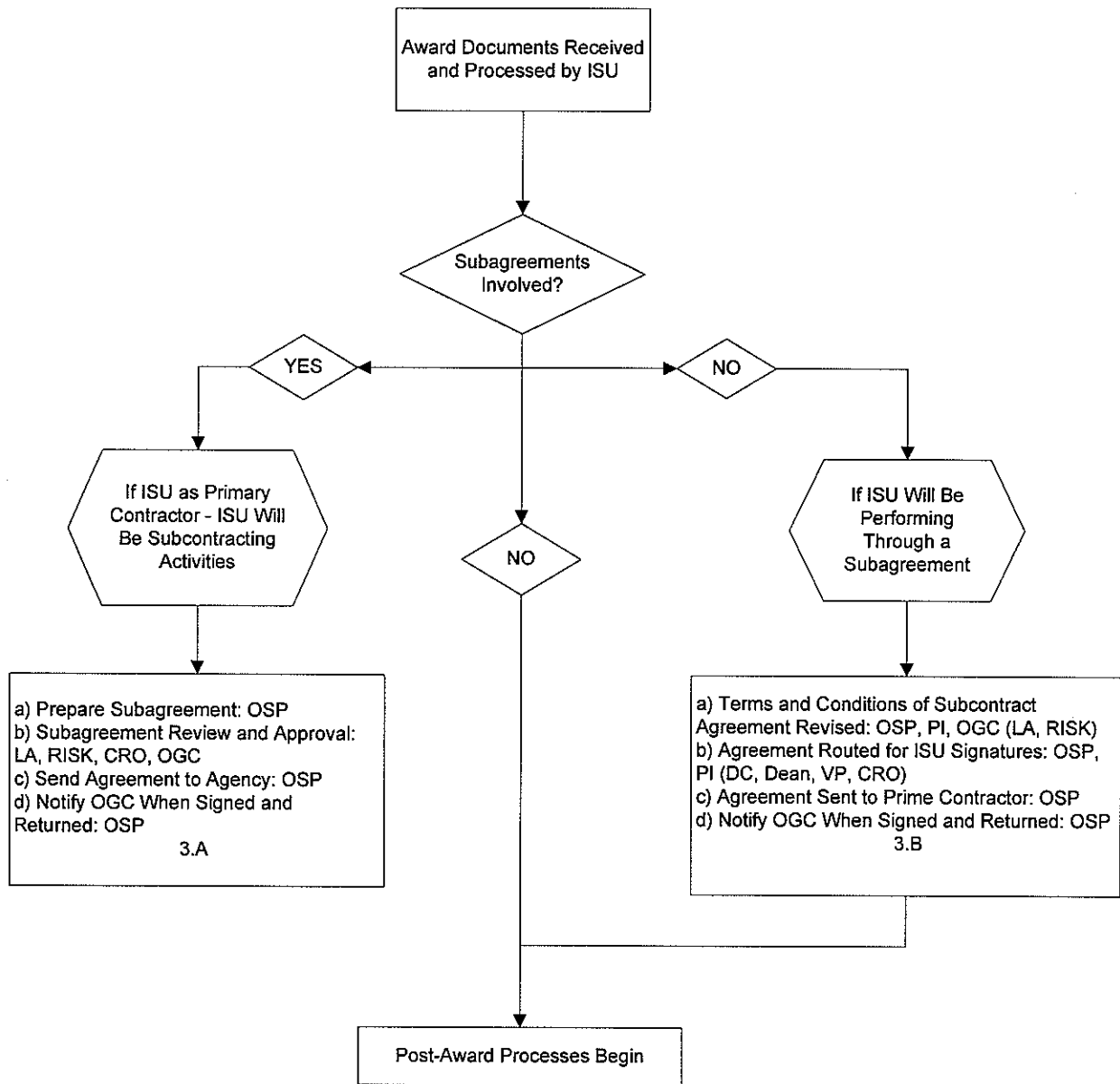
1. Idea Through Submission to Office of Sponsored Programs



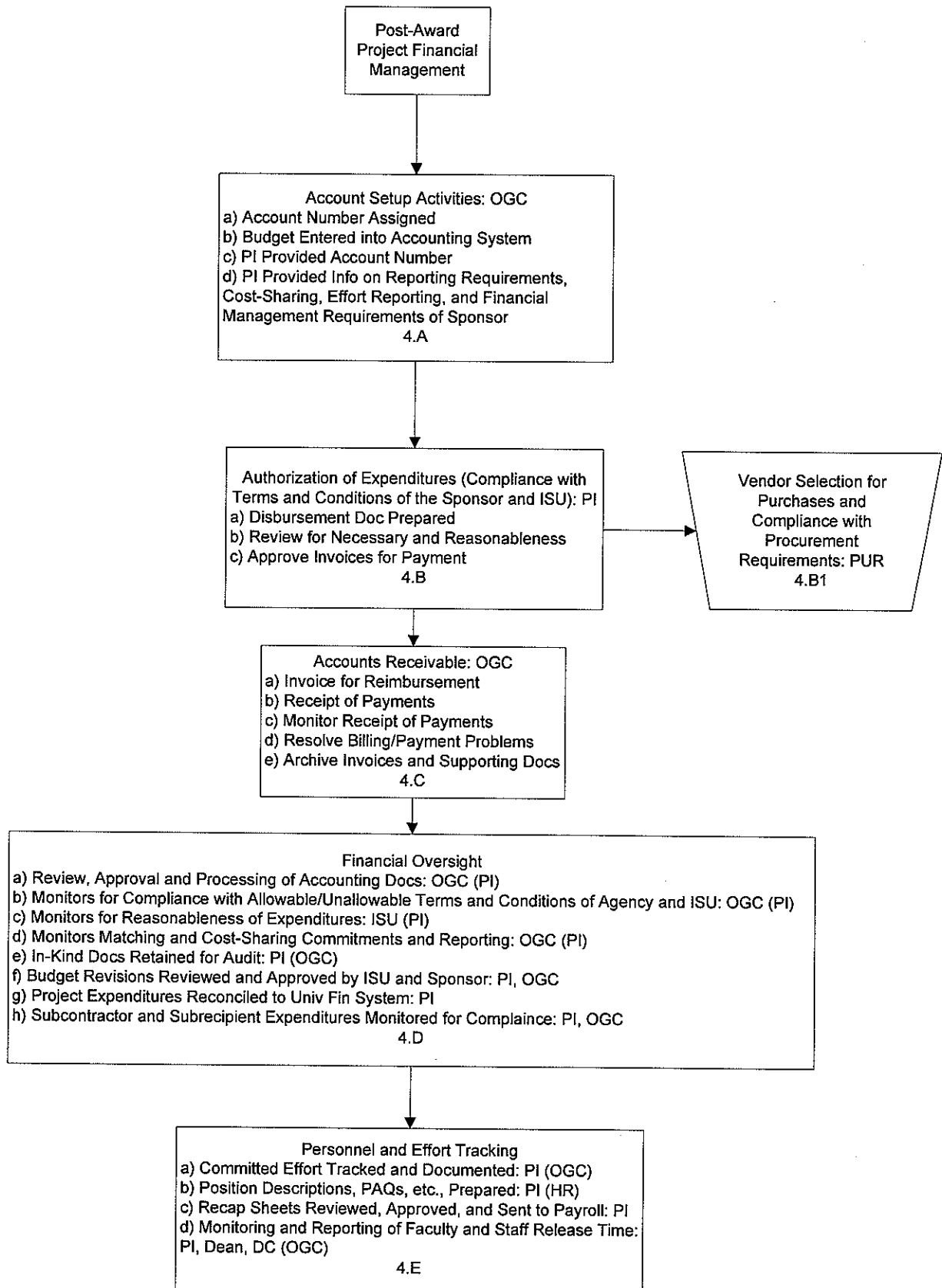
2. Proposal Received by OSP Through Award Decision by Sponsor



3. Subcontract/Subagreement Document Processing



4. Post-Award Financial Responsibilities



5. Post-Award Project Responsibilities

Post-Award
Project Reporting
and Auditing

PI Notified of Required
Interim and Final
Reports: OGC (OSP
during pre-award
counseling)
5.A

Performance of Subcontractors,
Consultants, and Subrecipients
Monitored: PI (DC, Dean, OGC)
5.B

Performance Reports
a) ISU Accounting Records Reviewed: PI
b) Interim Reports Prepared: PI
c) Interim Reports Submitted: PI (OSP if AR sig req'd)
d) Final Reports Prepared and Routed: PI
e) Audit of Final Report Data: PI, DC, Dean
f) Final Report Submitted: PI (OSP if AR sig req'd)
5.C

Financial Reports (Freq incl Project Data)
a) Interim Reports Prepared: OGC (PI)
b) Interim Reports Submitted: OGC
c) Final Reports Prepared: OGC (PI)
d) Final Reports Submitted: OGC
5.D

Compliance, Acknowledgements, and Declarations
a) Required Acknowledgements and Disclaimers
Used in Publications: PI
b) IP Developments Declared and Referred to ISU
IP Officer: PI (DC, Dean, OSP)
c) Sponsor Notified of Non-Compliance: IRB,
IACUC, ENV, RAD, BIO, HR, PUR, GOV, LA (OSP)
d) Request and Receive Reports of Compliance
from Subcontractors: PI, OGC
5.E

Other External Reports
a) Agency-Wide Reports Submitted
(A-133, inventions, Equipment): OGC
b) Reports to External Auditors: OGC
(PI)
5.F

Miscellaneous Other
a) Schedules for Fin Stmt: OGC (PI)
b) Random Internal Audit of Performance
and Fin Reports: AUDIT
c) List of Grants for External Auditors: OGC
d) Response to Audit Findings: AUDIT, PI
(OGC, OSP)
5.G

Project Closeout
a) Closeout of Project and Reported: OGC (PI)
b) Completed Project Logged into OSP
Database: OSP
c) Completed Project Records and Reports
Archived: OSP, OGC (UA)
5.H

6. Miscellaneous Activities

Other Responsibilities

- a) ISU Faculty Research Interest Database: OSP (PI)
- b) Previously Funded Proposals Available for Faculty Review: OSP
- c) Library of Funding Sources Materials and Writing Databases: OSP
- d) Monthly Activity Reports Prepared and Distributed to Board: OSP
- e) Monthly Fin Summary Prepared and Distributed to Board of Trustees and ICHE: OGC
- f) F&A Rate Proposal Prepared, Submitted, and Negotiated: OGC (CRO)
- g) ISU Administration Updated on Rule and Regulatory Changes: OSP, OGC
- h) Internal RA Policies and Procedures Reviewed, Approved, and Implemented: CRO

6.A