Principal Investigator (PI) eligibility at The University of Cincinnati

PI Eligibility

Certain programs or sponsors may identify criteria for PI eligibility. Such criteria may include degree(s), awards/honors, tenure, how many times the individual has been a PI, faculty membership, etc. These qualifications should be reviewed carefully to ensure eligibility. In addition to the sponsor's criteria, the potential PI must be aware of their responsibilities, have approval from their unit, and meet eligibility requirements.

PI Responsibilities

The PI's primary responsibilities include:

- Confirming his/her own eligibility by reviewing the sponsor's requirements and university policies;
- Conforming to UC's Limited Submission process, when applicable
- Identifying which project members have independent responsibility for design, conduct, and reporting on the sponsored project;
- Complying with all sponsor rules and regulations, including the submission of reports and deliverables.

Related policies and work instructions include:

University of Cincinnati Research Policies

Unit Responsibilities

Unit approval at the department and college (or equivalent) levels is required for any individual to serve as a PI on a sponsored project. Approving the proposal in Coeus affirms that:

- The proposed PI is in fact eligible to fill the PI role;
- The PI will have an appointment for the full term of the proposed grant period;
- The unit will ensure completion of the project and delivery of all reports, etc. required by the sponsor.

Eligible UC Personnel

Provided they meet the sponsor's criteria, the following individuals at The University of Cincinnati are eligible to serve as PIs on externally sponsored projects:

- Tenured, tenure-track, and non-tenure track faculty:

  - Assistant Professors
  - Associate Professors

- o Emeritus Faculty
- o Instructors
- o Lecturers
- o Professors
- o Research Assistant Professors
- o Research Associate Professors
- o Research Professors
- o Research Scholars
- o Affiliated Faculty, provided they meet all requirements of University policy 1.9.3

- Permanent staff (such as administrative, academic & professional positions, classified staff, etc.)

The following individuals at the University of Cincinnati are NOT eligible to serve as sole, primary PIs on externally sponsored projects; however, these individuals may serve as Co-PIs or key professional personnel with a lead PI who meets all the eligibility requirements outlined herein:

- Visiting scholars who are not employees of the University:

  - o Visiting Artists
  - o Visiting Assistant Professors
  - o Visiting Associate Professors
  - o Visiting Professors
  - o Visiting Scientists
  - o Visiting Writers

- Temporary employees:

  - o Adjunct Faculty
  - o Graduate and Undergraduate Students
  - o Postdoctoral Fellows / Appointees

A sponsor's program guidelines may encourage or permit non-UC employees and temporary employees to apply as PI for a specified program. In this case the sponsor's application form will indicate the non-UC or temporary employee as the PI and list a PI-eligible university employee as an investigator. For internal UC purposes, the eligible UC PI would be shown as PI on all internal UC forms and would be responsible for supervising project activities of the non-UC or temporary employee investigator.

At their discretion, a college may make exceptions to this guideline if it wishes to permit faculty with temporary titles (Visiting Assistant Professors, etc.) to apply for sponsored programs as PI as part of a process to become a permanent member of the UC faculty , or for other reasons deemed critical to the college operations.