



Sponsored Project Proposal Confidentiality #2320.095

| | | |
|--------------------------------|----------------------------|---|
| INITIAL EFFECTIVE DATE: | LAST REVISION DATE: | RESPONSIBLE UNIVERSITY DIVISION/DEPARTMENT |
| February 11, 2004 | March 29, 2021 | Office of Research and Economic Development |

POLICY STATEMENT
ORED will maintain proposals confidential to the fullest extent permitted by law.

SCOPE
University Community (faculty, staff and students)

REASON FOR POLICY
This policy sets forth the parameters by which ORED shall maintain proposals submitted to it confidential.

| DEFINITIONS | |
|--------------------|---|
| TERM | DEFINITIONS |
| ePRAF | "ePRAF" is the Office of Research and Economic Development Electronic Proposal Routing Approval Form. |
| ORED | "ORED" is the Florida International University Office of Research and Economic Development. |
| PI | "PI" is the principal investigator. |

ROLES AND RESPONSIBILITIES
Persons having a supervisory role over an investigator on the proposal may review the proposal for purpose of fulfillment of his/her University duties.

RELATED RESOURCES
Chapter 119, Florida Statutes
Fla. Stat. Section 1004.22(2)



CONTACTS

Office of Research and Economic Development
Florida International University
11200 S.W. Eighth Street - MARC 430
Miami, Florida 33199
Telephone: (305) 348-2494

HISTORY

Initial Effective Date: February 11, 2004; Office of Sponsored Research Administration Faculty/Staff Guide for the Administration of Externally Funded Projects, INTERIM VERSION
Review Dates (*review performed, no updates*): N/A
Revision Dates (*updates made to document*): October 4, 2012. [This last revision was non-substantive in nature: all references to the "Internal Clearance Form" in the policy document were revised to reflect that the form is now known as the "Electronic Proposal Routing Approval Form (ePRAF)"]; March 29, 2021.



Sponsored Project Proposal Confidentiality # 2320.095a

| INITIAL EFFECTIVE DATE: | LAST REVISION DATE: | RESPONSIBLE UNIVERSITY DIVISION/DEPARTMENT |
|-------------------------|---------------------|---|
| February 11, 2004 | March 29, 2021 | Office of Research and Economic Development |

PROCEDURE STATEMENT

Persons required to sign the ePRAF of a proposal in the course of his/her duties on behalf of the University may review the proposal for purposes of fulfillment of his/her University duties. Persons having a supervisory role over an investigator on the proposal may review the proposal for purpose of fulfillment of his/her University duties. Anyone other than those authorized University officials wishing to review a proposal in ORED’s possession, must submit that request to the ORED Research Development Director detailing the reasons why the proposal review is being requested. ORED will contact the proposal’s PI and Co-PI(s), as appropriate, to ascertain if permission is given for review of the proposal. If the proposal’s PI or any Co-PI does not grant permission, review of the proposal will be denied.