

Proposal Development - Requirement to Submit Proposals and Receive Awards for Grants and Contracts Policy

Nevada System of Higher Education (NSHE) Policy on the Requirement to Submit Proposals and Receive Awards for Grants and Contracts includes the NSHE branches listed: System Computing Services (SCS) and System Administration. This policy transmits the requirement to submit proposals and to receive awards for grants and contracts through the NSHE System Sponsored Programs Office (NSHE SSPO).

This policy states that all employees who receive any part of their salary through NSHE SA or SCS branches or whose activities use any NSHE resources or facilities must submit their proposals for extramural support through NSHE SSPO.

This requirement is necessary to ensure that all research and other extramurally funded projects conducted by NSHE employees, or with the use of NSHE resources or facilities, are approved by the appropriate Authorized Official Representative (AOR) at NSHE SSPO and comply with relevant NSHE policies and guidelines as well as sponsor guidelines including the federal Uniform Guidance, including but not limited to those governing:

- integrity in research;
- appropriateness of the activity to NSHE;
- protection of human and animal subjects and the environment;
- use of NSHE facilities;
- adherence to personnel policies;
- compensation plans;
- intellectual property;
- conflicts of interest;
- recovery of direct and indirect costs;
- liability insurance and indemnification; and
- medical malpractice coverage.

In the case of projects to be conducted by NSHE in collaboration with other organizations, NSHE can be either the prime contractor or a subcontractor. In all cases, all resources required to conduct the portion of the work which will be directed by NSHE employees must be included in the award to NSHE.