

GUIDELINES FOR APPLICATION OF AN ACADEMIC/RESEARCH UNIT

Guidelines for application of a new research unit shall vary depending upon the **funding source(s)**:

A. Conditional (One-Year) Approval (Form A)

Research units which are funded initially with: a) only state/institutional revenues; and b) a combination of state and external / "non-state" monies may request conditional approval for up to one year. For the purposes of these Guidelines only, external / "non-state" funds shall include monies obtained through matching commitments from internal reallocations, federal grant/governmental agencies and departments, private business and industry, private non-profit agencies, and Regents' Sponsored Programs (Support Fund, CITAL, Health Excellence, etc.). If upon expiration of the period of conditional approval, the affected institution decides to seek full approval, then that institution will be required to submit a request for full approval (see *Form B*), including comprehensive budgets for each year that approval is being sought). If an institution fails to submit the required full proposal by the date specified, the conditionally approved unit shall cease to exist. Under special circumstances, an extension of the period of conditional, one-year approval may be considered (the Board of Regents will consider extensions of this nature only once).

B. Full Approval (Form B)

Research units which are funded entirely with external / "non-state" monies may request approval for up to five years. For the purposes of these Guidelines only, external / "non-state" funds shall include monies obtained through matching commitments from internal reallocations, federal grant/governmental agencies and departments, private business and industry, private non-profit agencies, and Regents' Sponsored Programs (Support Fund, CITAL, Health Excellence, etc.). If upon expiration of the period of full approval, the affected institution decides to seek a longer period of full approval, then that institution will be required to submit a request for continued full approval (see *Form C*), including comprehensive budgets for each year that approval is being sought). If an institution fails to submit the required, continuation request by the date specified, the unit shall cease to exist.

C. Continued Full Approval Units (Form C)

Research units which have previously been granted full approval by the Board of Regents and wish to continue operations/activities beyond its original term of approval must submit a request for continued approval (see *Form C*), including comprehensive budgets for each year that additional approval is being sought).

