

Guidance for Investigators who have an ownership stake or management role in their proposed RIF industry partner (e.g., a faculty startup company):

- Investigators must disclose their conflict of interest using the COIC Disclosure form in AccessPlus and have a Conflict of Interest Management Plan in place prior to the award being set up;
- RIF grants are awarded to Investigators within their ISU role;
- The RIF proposal should clearly define ISU and Entity roles and work responsibilities;
- Investigators may not serve as major or co-major professor of graduate students working for the Entity or on the RIF project;
- Equipment purchased with RIF funds are ISU property and ISU equipment acquisition policies will apply;
- If the Entity needs to use ISU space and equipment to perform Entity's portion of the project, there must be a prior written agreement in place between Entity and ISU (external rates will apply);
- Prior to the RIF award being set up, the Office of Research Integrity will establish an Oversight Committee that will review all documents generated on the ISU side of the project, including: scientific presentations, RIF progress reports, RIF final reports, and manuscripts.
- If the proposed project involves a subcontract to the Entity, the Entity must receive COI Vendor authorization from ISU Procurement Services prior to the award being set up. After the award is set up, the Oversight Committee will review subcontract invoices and reports for reasonableness and consistency with the SOW.

Please contact [coi@iastate.edu](mailto:coi@iastate.edu) if you need guidance on the COI Management Process. Questions about the COI Vendor authorization process should be directed to Cheryl Ervin ([cervin@iastate.edu](mailto:cervin@iastate.edu)), ISU Procurement Services.