

Janelia Farm Policies

Acceptance of Grants and Awards

Purpose

To define Janelia Farm's policy with respect to applying for and accepting grants and awards on behalf of its researchers.

Scope

This policy applies in full to all researchers who are employed by the Howard Hughes Medical Institute ("HHMI") at Janelia Farm, and all researchers who are visiting Janelia Farm who do not have an affiliation with another research institution.

Researchers who are visiting Janelia Farm and who do have an affiliation with another research institution may have grant funding through their other institution, outside of the restrictions of this policy. However, under this policy, researchers with grant funding through another institution (1) should not treat work done at Janelia Farm as part of a grant-funded project, and (2) should be aware that Janelia Farm takes on no obligations with respect to any such grant funding (including, for example, compliance with any restrictions on the use of grant funds, any certification requirements, or any reporting obligations).

Definitions

Awards are funds that are designated for the support of research (as opposed to funds directed to an individual personally); that are honorific in nature; and for which the researcher did not apply. For more details, see Awards below.

Grants are any funds for which a researcher applies directly through the National Institutes of Health or other similar agencies in order to achieve specific scientific aims that the research may not independently change. For more details, see Grants below.

Policy

Awards

Janelia Farm will accept the transfer in, or direct award, of "Awards" received by our researchers under certain circumstances. "Awards" are defined as those monetary awards in which the funds are designated for the support of research (as distinguished from awards in which the funds are directed to the individual personally), which are honorific in nature, and for which the researcher did not apply. Such Awards will be accepted only if:

- The terms of the Award do not restrict the researcher's freedom to pursue alternate areas of scientific interest while accepting the related funds;
- The administrative costs associated with complying with the terms of the Award are minimal;
- Compliance does not require the establishment of additional administrative processes not already in place; and
- The administration of the terms of the Award is easily performed by existing staff.

Grants

Janelia Farm will not accept, nor permit its researchers to apply for, "Grants." "Grants" are any funds:

- For which the researcher applies directly;
- Which include specific scientific aims which the researcher may not independently change;
- Provided on condition that there be regular reporting to the funding organization on progress on achieving specific scientific aims;
- For which the administrative costs of compliance are more than minimal or cannot be easily performed by existing staff; or
- Which the Director of Janelia Farm determines are not appropriate for Janelia Farm researchers to accept.

Any funding from a component of the National Institutes of Health or other similar agency shall, by definition, be considered a Grant.

To avoid creating any appearance that Janelia Farm or HHMI are applying for funding, Janelia Farm researchers may not be named as co-investigators or collaborators on a Grant application submitted by another institution, even on an unfunded basis. However, a Janelia Farm laboratory head may provide a letter to a collaborator who is applying for a grant, indicating that if the grant is funded the laboratory head will collaborate on the work from Janelia Farm on an unfunded basis; the collaborator may include the letter with the grant application if he or she wishes. Other Janelia Farm researchers may provide similar letters if their laboratory head approves (i.e. is willing to support the lab member's commitment to collaborate on the project in the future if the grant is funded).

Exception

Subject to the approval of the Director of Janelia Farm, a Janelia Farm researcher whose stay at Janelia Farm is ending may apply for a Grant while at Janelia Farm if the application for the Grant is submitted by another institution and the activation date of the Grant is after the end of the researcher's employment or visit at Janelia Farm.

Interpretation of Policy

Interpretation of this Policy, as needed, shall be made jointly by the Director of Janelia Farm, the Chief Operating Officer of Janelia Farm, and the General Counsel of HHMI. All decisions of this group shall be binding as to a researcher's ability to accept or apply for a Grant or to accept an Award while at Janelia Farm.

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