UNIVERSITY POLICY

TO: University Community
FROM: Dr. Judith A. Bense, President
SUBJECT: Sponsored Research Exemption

Policy/Purpose: To provide procedural guidance for Sponsored Research purchasing exemption.

The Associate Vice President for Research may initiate authorization for the exemption of a contract related to a research project from competitive bidding requirements pursuant to the authority of Section 1004.22, Florida Statutes, and University of West Florida Regulation 6.0055.

In order to qualify for the exemption, the proposed purchase of goods or services must be: (a) fully funded from sponsored research funds; and (b) necessary for the efficient or expeditious prosecution of a research project. The certification of the Associate Vice President for Research that the proposed purchase meets these requirements shall be submitted to the University President or designee for final approval. The Office of Procurement shall be provided copies of all required documentation.

Approved: Dr. Judith A. Bense
DATE: 8/12/11

Dr. Judith A. Bense, President