Principal Investigator Eligibility Policy
Emory University School of Medicine

Responsible Office: SOM Research Office
Effective Date: September 20, 2024

Purpose: To define Principal Investigator Eligibility within the School of Medicine, for external funding.

NIH Grants Policy Statement - Definition of a Program Director/Principal Investigator (PD/PI):
The Program Director/Principal Investigator (PD/PI) is defined as the individual(s) judged by the applicant organization to have the appropriate level of authority and responsibility to direct the project or program supported by the grant. The applicant organization may designate multiple individuals as PD/PIs who share the authority and responsibility for leading and directing the project, intellectually and logistically. Each PD/PI is responsible and accountable to the applicant organization, or as appropriate, to a collaborating organization, for the proper conduct of the project/program including the submission of all required reports.

PI Eligibility Criteria
Please use the table below to determine whether an individual with a specific role may or may not be eligible to be a PI within the SOM, as well as what requirements are needed in each situation. Please note the individual serving as a SOM PI may not align with who is required to serve as the IRB/IACUC PI.

Role	Rule	Requirements
Regular full-time or part-time faculty: • Instructor • Assistant Professor • Associate Professor • Professor	Eligible.	All research proposals to be submitted through the Department, School, and University in accordance with School and University policies and procedures.
Postdoctoral Fellows	Eligible if submitting as the PI for NIH R21 or R03 grants, F32 grants, or K series grants (i.e., K01, K25, K99) (depending on the branch of NIH). Not eligible to serve as PI of R01 series awards. Note that postdocs with K99 awards must transition to an eligible independent, tenure track faculty position to convert a K99 to an R00.	Prior written approval from mentor and Department Chair. Mentor to provide space in their lab and to provide letter outlining the commitment – to be signed by the Department Chair. Note: Postdoctoral Fellow CANNOT hold an IND or IDE (mentor can hold the IND or IDE if the grant requires it).
Staff Scientists: • Assistant Staff Scientist • Associate Staff Scientist • Staff Scientist	Eligible to serve as PI of S10 and other instrumentation awards. Eligible to	Prior written approval of Faculty Supervisor and Department Chair.

Role	Rule	Requirements
• Senior Staff Scientist EICF Core Directors • Core Director I, II, or III	submit as PI on "dependent" grants (i.e., foundation awards, F series awards, or K series awards like K08s or K99s). Note that NIH has not allowed Staff Scientists to serve as PI on more "independent" NIH awards in the past. Not eligible to serve as PI of R01 series awards.	Supervisor to provide space in their lab and to provide letter outlining the space commitment signed by the Department Chair.
Emeritus Faculty	May be eligible.	Prior written approval and agreement on terms signed by the Department Chair, SOM Dean's Office, and faculty member.
Role	Rule	Requirements
Other faculty, staff, and students: • Temporary and Visiting Faculty • Adjunct faculty • Staff Members (preferred: health care degrees) • Trainees • Undergraduate and Graduate Students • Professional Students • Physician Residents • Physician Interns • Postdoctoral Fellows (not described above)	Generally, not eligible to submit proposals as the PI on either externally or internally funded research projects; exceptions considered in rare and unusual circumstances.	Exceptions require prior written approval of the Department Chair and the SOM Dean's Office. Letter from Chair to Dean confirming that the person meets eligibility for PI/PD status, availability of supervision/mentorship and available space in which to conduct the research. An Emory faculty (sponsor) listed as co-Investigator on the project. If a student: a named mentor to access EPEX. This does not include training related NRSA-like applications such as F30, F31, F32 or their equivalent.
Faculty Equivalent Positions: • Research Associate • Senior Research Associate	Generally, not eligible, except in unusual circumstances (typically educational grants).	Prior written approval of the Department Chair and SOM Dean's Office. An Emory faculty (sponsor) listed as co-Investigator on the project.

Senior-Level EU Research Nurses	<u>Generally, not eligible</u>, except in unusual circumstances (typically educational grants).	Prior written approval of the Department Chair and SOM Dean's Office. An Emory faculty (sponsor) listed as co-Investigator on the project.
Emory Healthcare Nurses (with a BSN or Higher Nursing Degree) in alignment with American Nurses Credentialing Center [ANCC] Magnet Journey	Refer to EHC Human Subjects Research Policy for eligibility requirements.	
Pending Faculty Members (not faculty when the proposal is submitted but will be appointed prior to funding by the external sponsor)	Generally eligible.	Request must include: 1. Offer letter from the Department Chair that is approved by the SOM Dean's Office. 2. Letter of Assurance from the Department Chair that the PI will have a faculty appointment prior to funding by the external entity and that the appointment is not contingent on the funding of the proposal.
EHC Advanced Practice Providers including Nurse Practitioners, Physician Assistants and Anesthesiology Assistants (If APP employed by SOM, refer to SOM PI Eligibility Policy for eligibility requirements.)	Refer to EHC Human Subjects Research Policy for eligibility requirements.	
EHC Pharmacists (with Pharm D)	Refer to EHC Human Subjects Research Policy for eligibility requirements.	
EHC-affiliated Pharmacy Resident	Refer to EHC Human Subjects Research Policy for eligibility requirements.	