

# RESEARCH

At the beginning of each fall semester the Director of the Office of Sponsored Programs reminds UHD faculty via e-mail of its administrative responsibilities with regards to sponsored projects. These responsibilities include ethical conduct in fostering the highest level of academic inquiry while complying with all applicable regulations, human subject requirements and oversight of students and/or employees. Persons involved in sponsored project activity should become thoroughly familiar with the contents and reference materials of this annual memorandum.

The Office of Sponsored Programs can provide additional information and assistance at (713) 221-8681.

## Reference:

UH – Downtown Policy Statements:

- 06.A.01 - [Debarment and Suspension Policy](#)
- 06.A.02 - [Disclosure of Lobbying Activities Policy](#)
- 06.A.03 - [Standards of Conduct in Government-Sponsored Research](#)
- 06.A.04 - [Procurement Integrity Policy](#)
- 06.A.05 - [Privacy Act and Freedom of Information Policy](#)
- 06.A.06 - [Guidelines for the Administration of Sponsored Research](#)
- 06.A.07 - [Ethical Conduct in Research and Government-Sponsored Activities](#)
- 03.A.23 - [Protection of Human Subjects](#)

**Question:** If my research project includes asking my students about their opinions and experiences via a questionnaire or interview, do I have to go through the application process of the Committee for the Protection of Human Subjects?

**Answer:** Yes. Any project that involves obtaining information from human subjects requires an application to the Committee for the Protection of Human Subjects.

**Question:** If I have students doing research, do I really have to pay attention to what they are doing in the laboratory?

**Answer:** Yes. The student's supervisor is responsible for ensuring that the student understands and adheres to all applicable regulations, including safety regulations.

**Question:** Do I have to make the information generated from my sponsored project available to the public?

**Answer:** Yes. The Freedom of Information Act requires that recipients of federal funds facilitate public access to grant and contract information, including the proposal, technical reports and financial reports, to name a few.

**Question:** Next month I am going to Washington DC as a grant reviewer. May I use this opportunity to lobby for UHD to receive another federal award? May I use this opportunity to lobby for an education bill that will be considered next month?

**Answer:** No. Traveling on federal funds prohibits one from using these funds for lobbying.