Externally-Funded Grants and Programs

# Effective as of:

*American University of Armenia*

# Policy for Publication Policy Number: ACAD20060003



AUA full-time faculty, directors of research centers, researchers under the direction of center directors, and administrative unit heads (directors and/or managers) are eligible to apply for grants and externally-funded programs that are conducted at AUA. All proposals to external funding sources that commit the University to any kind of responsibility to an external institution must be approved by the unit Director, Dean, Department Head prior to submission for the AUA’s higher Administration review.

The lead applicant must submit the proposal, its budget, and if applicable, other required documents through the AUA’s Grants Office for the review and approval of the AUA Administration, in particular the CFO, the COO, the Provost, and the President.1 The application package must get the President's approval before it can be submitted to the sponsoring agency to ensure that the University can provide all commitments stated in the proposed work and that it is consistent with the broad mission of the University.

This approval requirement extends to include letters of commitment, letters of partnership or intent, or any analogous documents indicating AUA's potential involvement in proposals or joining a project consortium.

The review and approval process of the package is executed through the AUA Document Flow System (1C) and may take up to five (5) business days.

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[1] The application package must be reviewed by the CFO to ensure compliance with the University's financial and accounting rules; the COO assesses the viability of facility, space, and equipment-related resources in the application; and the Provost approves the proposed work to make sure that it is within the academic mission of the University.

**Related Documents**

**[Policy on Agreements](https://policies.aua.am/policy/189)**

[**Projects and Grants Accounting**](https://policies.aua.am/policy/96)

[**Items and Activities Covered by Overhead and Allocation of Overhead**](https://policies.aua.am/policy/73)[**Items and Activities to be Covered by Specific Projects’ Budgets**](https://policies.aua.am/policy/74)