Kansas State University Corporate Funding Work Flow: Sponsored Project, Corporate Philanthropy, or Fee for Service?
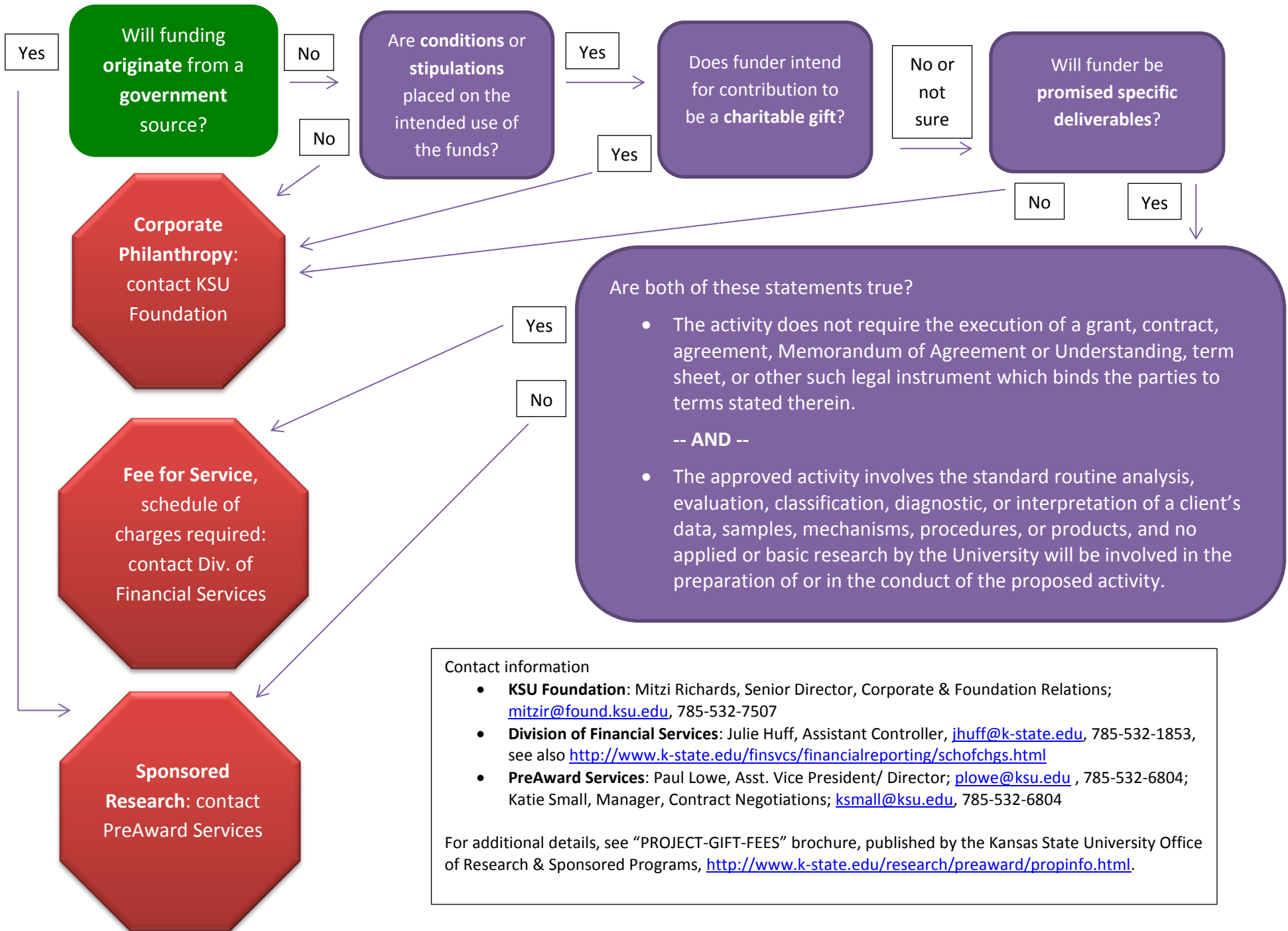
Will funding originate from a government source?

- Yes → Sponsored Research: contact PreAward Services
- No → Are **conditions** or **stipulations** placed on the intended use of the funds?
  - No → **Corporate Philanthropy**: contact KSU Foundation
  - Yes → Does funder intend for contribution to be a **charitable gift**?
    - Yes → **Corporate Philanthropy**: contact KSU Foundation
    - No or not sure → Will funder be **promised specific deliverables**?
      - No → Are both of these statements true?
      - Yes → Are both of these statements true?

Are both of these statements true?

- The activity does not require the execution of a grant, contract, agreement, Memorandum of Agreement or Understanding, term sheet, or other such legal instrument which binds the parties to terms stated therein.

  -- AND --

- The approved activity involves the standard routine analysis, evaluation, classification, diagnostic, or interpretation of a client's data, samples, mechanisms, procedures, or products, and no applied or basic research by the University will be involved in the preparation of or in the conduct of the proposed activity.

- Yes → **Fee for Service**, schedule of charges required: contact Div. of Financial Services
- No → **Sponsored Research**: contact PreAward Services

Contact information

- **KSU Foundation**: Mitzi Richards, Senior Director, Corporate & Foundation Relations; mitzir@found.ksu.edu, 785-532-7507
- **Division of Financial Services**: Julie Huff, Assistant Controller, jhuff@k-state.edu, 785-532-1853, see also http://www.k-state.edu/finsvcs/financialreporting/schofchgs.html
- **PreAward Services**: Paul Lowe, Asst. Vice President/ Director; plowe@ksu.edu , 785-532-6804; Katie Small, Manager, Contract Negotiations; ksmall@ksu.edu, 785-532-6804

For additional details, see "PROJECT-GIFT-FEES" brochure, published by the Kansas State University Office of Research & Sponsored Programs, http://www.k-state.edu/research/preaward/propinfo.html.