

HELP! Do I Submit through UNM Foundation or HSC Sponsored Projects Office?

The guidance below is intended to assist in your grant submission process. We understand it can be confusing and with ever changing internal and sponsor processes, it is hard to keep up!

UNM Foundation	HSC Sponsored Projects
A Gift: a voluntary transfer of money or property made as a charitable donation without expectation of an economic benefit. May or may not be given for a specific purpose.	Grant: a voluntary transfer of money or property for the primary intent to carry out a public purpose of support or stimulation without direct benefit to the sponsor.
A “grant” that requires submission from a 501 (c) 3, no exceptions. In this case, if the grant has any of the terms stated ----->, then the grant must be *reviewed and managed by HSC SPO and HSC Contract & Grant Accounting.	Any type of grant or contractual arrangement that requires: 1) return of unused funds 2) audits on financials 3) financial reporting 4) human subject research approvals 5) animal subject research approvals 6) mandatory extensive progress reporting in order to keep the funds

Characteristics of a Gift:

- Award is irrevocable
- A period of performance is not generally specified
- Formal Financial Accounting and technical reporting are not required and there are no requirements to return unexpended funds.
- Federal, state, local or foreign government support is not typically considered a gift
- Support is not provided for research-related care services or to test a sponsor’s product

Please note, although a sponsor might consider it a gift, there might be conditions that would require the HSC Sponsored Projects Office to classify the external funding as a grant, contract, or Clinical Trial.

Characteristics of a Grant:

- Contains terms on the use of funds, such as budgetary restrictions
- States programmatic objectives to be achieved
- Defines responsible individuals and a period of performance
- Details ownership rights
- Programmatic and/or fiscal reports during the life of the project and at the end of the project
- Right to revoke an award or withhold funding
- Prior sponsor approval required for significant and/or fiscal deviations
- Requires Compliance reviews (COI, Export Control, IT Security, Privacy, IRB, IACUC)

**If a proposal is submitted through the UNM Foundation for tax purposes but will be performed and managed by UNM HSC, SPO must review the award terms to ensure they are acceptable to the Institution. The Foundation cannot assume contractual risk on behalf of UNM while UNM retains responsibility for performance.*

WHY THIS MATTERS: Even if the Foundation submits the proposal, UNM HSC remains accountable for compliance, performance, and associated risk when managing the award.

Please note, not all of these conditions will always apply but there is a distinct difference between a gift and grant.

Still not sure where to submit, we are here to help:

UNM Foundation: Betsy Till, Betsy.Till@unmfund.org OR Sarah Fair, Sarah.Fair@unmfund.org
HSC Sponsored Projects: HSC-Preaward@salud.unm.edu