

The Key Personnel section in the KR Proposal Development (KR PD) collects information about UCI researchers for two processes: Federal Proposal Review for Research Security & International Engagement (RSIE) and Conflict of Interest in Research for federal sponsors/prime sponsors. It is important to complete this section correctly so that the system can electronically trigger the processes as necessary.

Note: Non-UCI researchers should not be included in the KR PD Personnel tab.

KR PD Personnel Roles:

- Principal Investigator, PI/Contact, PI/Multiple, Co-PI, Key Person: This UCI individual will be sent an email with a custom link to the RSIE questionnaire they need to complete prior to the proposal being submitted to workflow. In addition, if the federal sponsor/prime sponsor has a conflict of interest policy (PHS/NSF/DOE/NASA), they also must have a current KR COI Annual Disclosure on file prior to proposal submission.
- Other Significant Contributor (available February 28, 2024): Use this KR PD Personnel role when an UCI individual is required by the federal sponsor to submit a biographical sketch and other/current & pending support but does **not** meet the COI definition of an Investigator. This individual will be sent an email with a custom link to the RSIE questionnaire they need to complete prior to the proposal being submitted to workflow. No COI disclosure requirements.
- Investigator: This UCI individual is responsible for the design, conduct, or reporting of a research project with a federal sponsor or prime sponsor with a conflict of interest policy (PHS/NSF/DOE/NASA) but was **not** required by the federal sponsor to submit a biographical sketch or other/current & pending support. These UCI individuals must have a current KR COI Annual Disclosure on file prior to proposal submission. No RSIE questionnaire required.

Federal Proposal Review	Conflict of Interest	KR PD Personnel Role(s)
Does the Federal sponsor/prime sponsor require a biographical sketch from this individual?	Is the individual an "Investigator" (responsible for the design, conduct, or reporting of the project)?	Which KR PD Personnel Role should be used for that individual?
Yes	Yes	Principal Investigator; PI/Contact; PI/Multiple; Co-PI; or Key Person
Yes	No	Other Significant Contributor (available 2/28/24)
No	Yes	<i>Federal sponsor/prime sponsor with COI Policy (PHS/DOE/NSF/NASA):</i> Investigator
		<i>Federal sponsor/prime sponsor without a COI policy:</i> Do not include the individual in the KR PD Personnel tab
No	No	Do not include the individual in the KR PD Personnel tab