

**Memorandum**

To: University Research Community

From: Roberto M. Gutierrez  
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Office of Research and Economic Development

Subj.: Electronic Proposal Routing Approval Form (ePRAF) Updates

Date: December 1, 2020

The Office of Research and Economic Development would like to advise the university research community of the following updates to the Electronic Proposal Routing Approval Form (ePRAF).

Financial Conflict of Interest/Report of Outside Activities

Questions 21, 22 and 23 on the ePRAF have been updated to comply with the requirements of Florida Statute Section 1012.977. The statute requires all University employees **engaged** in the design, conduct, or reporting of research to disclose to the University and receive a determination from the University that their outside activity or financial interest does not affect the integrity of the University prior to engaging in said activities.

The form previously known as *Investigator Report of Financial Interests in Research Form* has been replaced with a new/updated form titled *Report of Financial Interests of Employees Engaged in Sponsored Research*. This form will be required for all employees proposed in the project who will be **engaged** in the design, conduct, or reporting of the proposed research. This is a departure from the previous guidance, which only required this form for those individuals who were responsible for the design, conduct or reporting of the proposed research. The form is required to be uploaded into the ePRAF at the time of proposal submission and is available for download at <http://research.fiu.edu/forms/#proposal>.

Additionally, the Conflict of Interest in Research policy # 2370.005 and associated procedure has been updated to reflect the requirements of Florida Statute Section 1012.977. The updated policy and procedure is available at <https://policies.fiu.edu/policy/572>.

If there are any questions regarding these ePRAF updates then please feel free to contact your Pre-Award representative (<http://research.fiu.edu/ored/staff-directory/>) for further assistance.