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| **This message to all deans, directors and department chairs has been approved byDr. Stacey Patterson, Vice President for Research.** |

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| The Office of Research is committed to continually reviewing our policies and procedures to streamline processes and reduce administrative burden. As such, we are excited to announce some upcoming changes to our Unfavorable Terms (UFT) memo process aimed at reducing the negotiation time for contracts and grants and increase the speed of award setup. The Office of Research will continue to negotiate the most favorable terms possible for the university, and departmental accountability for its failure to perform or for a breach of contract will remain unchanged. However, the following terms have been evaluated and deemed as low or university-level risks and will no longer require a UFT to be completed and approved by Chairs and Deans to accept the award.* Court venue & governing law outside of Florida
* Inability to have disputes decided in a court of law
* Financial consequences for failure to perform
* Time is of the essence, which are treated as a breach of contract
* Lack of ability to terminate for convenience
* Sponsors right to terminate for breach without an obligation to pay for the project
* Continuation of work during a dispute
* Reimbursement of sponsor for investigation or audit costs
* Re-Procurement costs for having to re-perform any of the work required by the sponsor
* Commercialization costs to be covered by the department/university
* Deficiencies created by conversion rates
* Consequences of an award adversely impacting other awards from the sponsor
* Sponsor’s authority to make decisions related to Human Resources
* Requirement of sponsor’s prior approval of language and/or terms and conditions before the issuance of an outgoing subcontract
* Rated orders prioritizing work in the contract over all other matters
* Department responsibility for background checks when not allowed on the project

Additionally, on occasion, contracts & grants include terms that require the departments to follow business processes outside of the standard operating procedures at FSU. We will no longer require a UFT for these terms & conditions. Departments will be notified during the award review process of their additional responsibilities for managing the impacted project. Examples of these types of concerns include, but are not limited to:* Department responsibility for providing supporting documentation for invoices
* Department responsibility for time keeping outside our OMNI HR timekeeping procedures
* Department responsibility for obligations after the project ends
* Department responsibility for record retention beyond FSU policy
* Department responsibility for marking items confidential
* Department responsibility for maintaining confidentiality of unmarked items and verbal/visual information

**These changes will take effect September 1, 2023.** Our goal is continuous improvement in our processes while providing the best service possible to the FSU research community. The changes outlined here will reduce turnaround time in contract negotiations and award setup for everyone. If you have any questions or concerns regarding the impact of this change, please contact Stacey Patterson (stacey@fsu.edu), Kerry Peluso (kpeluso@fsu.edu), or Jenn Garye (jgarye@fsu.edu). |

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