

Is this Award a Grant, Fellowship or Gift?

Award is considered a **fellowship** if:

- Time is committed (teaching release or summer salary) to conduct research/writing
- Generally, they have fixed funding rather than itemized costs

Award is considered a **gift** if:

- It lists no specific person as a recipient
- It does not require extremely specific work, and there is no reporting back to funder.

Award is considered a **grant** if:

- The funding is to conduct specific activities
- The proposal must align with a funder's priorities & goals
- They require an itemized budgets (pre-award) and reports (post-award)

Generally, fellowships **should be routed in KR if:**

- They need to be submitted by the institution rather than an individual
- If they promise some kind of costshare

In addition, it **should also be routed in KR if:**

- If anyone (for example, a student research assistant) needs to be paid off the award, it's better to go through the institution. It will be taxed up front, the right tax documents generated, etc.
- If any financial reports are due, it's better to go through the institution
- If there are other complicated questions that could open the faculty member up to liability, routing through the institution will protect the faculty member. This isn't common but something to keep at the back of my mind.