

T.R.U.E. Research Foundation
Principal Investigator and Employee Notification
When Funds Are Short
Policy #9

PURPOSE OF POLICY

The purpose of Policy #9 is to provide notice to the Principal Investigator (P.I.) and to the T.R.U.E. Employee, when funding is decreasing to less than three months of the employee wages and supplies, or when the protocol is ending.

TERMS OF POLICY

1. Each T.R.U.E. employee is offered to the Military Site on an "Offer of Gift"; or a "Statement of Work".
2. The P.I. will be provided a written notice from the Human Resources Department three (3) months from either the ending date of the study or project or when the funding reaches \$15,000 per employee, whichever comes first.
3. The written notice will ask for a meeting with the P.I. to explore the possibility of additional funding, projects or studies.
4. After all avenues of funding have been explored, and the PI informs the HR Department that there will be no more funding, the HR Department will provide a written notice to employees in the study, as per the Employee Agreement, notifying them of their termination day.
5. Employees may ONLY be paid from the "miscellaneous" (M) accounts, when the appropriate military authority has provided a written authorization for The Army: The services of non-CRADA funded TRUE employees could be considered as gifts (regulated by AR 1-100). Unconditional gifts worth less than \$1,000 can be approved by the Army commander, gifts worth \$1,000 - \$20,000 can be approved by the Army Surgeon General, and gifts worth more than \$20,000 have to be approved by the Secretary of the Army. Conditional gifts have to be approved by the Secretary of the Army. All gift proffers begin with a submission to the proper Ethics Counselor
6. T.R.U.E. Research Foundation reserves the right to refuse any request from a P.I. for moving funds from one account to another account to support the payment of staff.
7. This revised Policy will be effective, retroactively to July 1, 2005.

Approved: Board of Directors Meeting October 7, 2005.