Consultant

A consultant provides an explicit set of clearly defined deliverables.

- Is the individual devoting time to your grant in addition to the professional time and effort they normally spend at their university appointment?
- Is the primary objective of the individual to advise on the project?
- Will they be performing the work outside of their own university resources?
- Are they charging an hourly fee (and NO indirect costs)?
- Do they have their own company/entity and resources for performing the work?

Subcontractor

A subcontractor has an interest in academic outcomes and acts as a collaborative partner in research.

- Does the individual’s statement of work represent an intellectually significant portion of the project?
- Could the work result in intellectual property?
- Are animal and/or human subjects approvals needed for the work?
- Is their effort on your project (e.g., 1.2 calendar months effort) calculated as a part of their 100% “professional time”?
- Will they be using a significant amount of resources at their university when performing the work?
- Are they charging indirect costs?

Vendor

A vendor provides a good or service as part of their normal business operations.

- Does the individual commonly provide these goods and/or services as part of their normal business operations?
- Does they provide similar goods and/or services to other purchasers?
- Do they compete with comparable entities to provide the same goods and/or services?
- Are the goods and services being provided by secondary to the central purpose of the project?