Payments to Individuals Who are Non-Employees of NSHE

Note: Use the Request for Payment form or Purchase Requisition Worksheet when payees are entities other than individuals.

1. Reference the IC flowchart for additional information.
2. Participant support payments are to be paid on grant accounts only.
3. If the grantor does not allow budget revisions to move the funds to OBJ 50 from OBJ 40, the participant support payment request form may be used in lieu of the scholarship/fellowship request form with OSPA approval.
4. The participants are other than the research subjects mentioned earlier in the flowchart.

** A Scholarship or fellowship is an amount given to an individual for the purpose of aiding him/her to perform study, training, or research. Travel grants are scholarships/fellowships.

*** An award or prize is a payment in recognition for some sort of special achievement, special skill, special knowledge, or special renown in a certain area, or can represent an award won in a contest of some sort.

**** Participants in grant supported meetings, conferences, symposia, and workshops, when there is a category for participant support costs in the award budget.