Activity Help Guide

1A = R&D ACTIVITIES
1B = OTHER SPONSORED ACTIVITIES

Research and development (R&D) is creative work conducted systematically to increase the stock of knowledge (research) and to use this stock of knowledge to devise new applications (development).

1. Research is systematic study directed toward fuller scientific knowledge or understanding of the subject studied

2. Development is systematic use of knowledge or understanding gained from research, directed toward the production of useful materials, devices, systems, or methods including design and development of prototypes and processes

Research and Development (R&D) also includes activities involving the training of individuals in research techniques where such activities utilize the same facilities as other research and development activities and where such activities are not included in the instruction function.

Exclusions from research and development:

- Training of scientific manpower
- Mapping and surveys
- Routine product testing
- Quality Control
- Experimental production
- Collection of general purpose statistics (statistics not collected as part of a specific R&D project)

NOTE: Certain activities may or may not be classified as research and development depending upon circumstances. Examples of such activities are given below:

Activity	**Research**	**Not Research**	**Examples**
Economic Studies	Activities are systematic and intensive; activities designed are a fairly rigorous research effort.	Program planning, implementation, and evaluation *unless* these activities are designed as a fairly rigorous research effort.	1) Study to determine the impact of proposed tax changes on State revenues, or on State-wide employment, consumption, or industrial output could be reported as economic research. 2) Collection of economic data on tax revenues, personal income, or industrial output would be reported as economic research *only* if collected as part of the research project.
Evaluation	Qualifies as research when it is part of a specific research undertaking. Evaluation conducted separately from a research project is considered research when it involves scientific method and hypothesis testing procedures with fairly rigorous standards.	Evaluation activities that do not involve systematic design and testing should not be included.	

Activity	Research	Not Research	Examples
Demonstration	Activities that are part of research or development (i.e., that are intended to prove or to test whether a technology or method does, in fact, work)	1) Demonstration intended to make available information about new technologies or methods should not be included. 2) Educational demonstration to apply or exhibit new teaching methods, or a demonstration without a scheduled termination or a thorough evaluation	Educational demonstration on new teaching methods if the demonstration is established as an experiment to produce new information, is accomplished within a definite time period, and is accompanied by a thorough evaluation.
Collection of Statistical Data	Only if conducted as part of a specific research or development program	*Not R&D* - Regular collection and publication of statistics on the incidence of various diseases within a State by a State health department is general purpose data collection. The data gathering is not part of a research program and is designed for use by a range of persons, such as practicing physicians, public health officials, and school officials.	Data on incidence of diseases are gathered as part of a project on the origin and nature of particular diseases, however, or to establish generalizations on why certain individuals or groups contract certain diseases, this would be research.
Satellite Information	Photographs and tapes purchased from Federal agencies (or others) sponsoring satellite operations if used primarily in support of a research or development program.	Photographs and tapes purchased from Federal agencies (or others) sponsoring satellite operations unless used primarily in support of R&D program.	
Technology Transfer - Technology transfer involves the adoption, and perhaps adaptation, of new techniques or products that have already been brought to a usable condition.	Adaptation of a technology to meet unique regional or local needs could involve R&D activities.	The adoption and use of a technology is not research and development.	A new method of treating water to make it potable is developed in one State. Another State adopts the same treatment process. If further systematic, intensive study is required by the second State to modify the treatment process to adapt it to unique local conditions, the costs of modification and adaptation could be R&D expenditures.

1B = OTHER SPONSORED ACTIVITIES – Activities that do not meet the definition of R&D may include:

a) instructional activities that are part of the institution's instruction program;
b) public service and extension services for the benefit of groups external to the institution – grants for non-instructional public service activities established as the result of cooperative extension efforts; public broadcasting services. Texas A&M AgriLife Extension proposals are considered "other sponsored activities."
c) student services – grants to support student activities, cultural events, student publications, admissions office, registrar's office, student financial aid administration, student health service;
d) scholarships and fellowships – awards for students (This does not include faculty fellowships or research fellowships awarded to graduate students – they should be coded as "research.");
e) operations and maintenance – grants for capital projects such as the airport, facilities, construction projects