1. Will the individual/entity have authority to make administrative and programmatic decisions? Will the individual have a degree of control regarding how the requested work is carried out?

   - NO
   - YES

2. Will the individual/entity participate in designing or conducting the work?

   - NO
   - YES

3. Will the individual’s/entity’s performance be measured against whether the objectives of the project are met?

   - NO
   - YES

4. Will the individual/entity seek to publish or co-author results?

   - NO
   - YES

5. Does this person typically offer goods/services to other customers and operate in a competitive environment?

   - NO
   - YES

STILL UNSURE?
Contact the Office of Research and Sponsored Programs for Assistance