

Research Participant Payments

Valery Sonnier

Accounts Payable & Travel



FASOP AS-13 Research Participant Payments

We are currently working on updating FASOP AS-13 for payments to participants in research studies.

Additional information will be provided as soon as the policy is finalized, as well as detailed procedures.

Guidelines

Social Security Numbers (SSNs) will not be required for research participant payments of \$100 or less provided the following conditions are met:

- The individual participant payment is \$100 or less, and
- It is not anticipated that the individual will receive participant payments, from all sources, totaling \$600 or more during the calendar year, and
- The participant is not a non-resident alien (NRA)

NRA participant payments are subject to 30% federal tax withholding, regardless of the payment/dollar amount.

SSNs are required for any participant payment greater than \$100.

Payment Options

	Participant Payment Amount	SSN/ITIN Required?	Payment Type
Individual Participant Payments (non-NRA)	\$100 or less	No	Cash or check
	Greater than \$100	Yes	Check
Studies with Multiple/Continuous Participant Payments (non-NRA)	Combination of individual payments expected to exceed \$600	Yes	Check
NRA Participant Payments	Any amount	Yes	Check



Questions?