Monetary payments to persons participating in research projects (human subjects) sponsored by the university can be made through direct deposit, cash disbursements, prepaid cards and checks.

The Office of Sponsored Programs and the Office of the Treasurer will assist research directors and principal investigators to develop the optimal payment program for your research project.

Project funding is managed through the Office of Sponsored Programs (OSP). For information regarding participation in a research project, please contact the Office of Sponsored Programs.

Steps to establish an OSP human subject bank checking account include:

1. **Contact Sarah Jackson for initial funding request forms:**
   Sarah Jackson, Senior Accountant
   Office of Sponsored Programs
   4th Floor Research Foundation Building
   1960 Kenny Rd
   Columbus, OH 43210
   614-292-7460
   jackson.1505@osu.edu

2. **After OSP funding is approved, if the program will need a checking account, send completed OSP documents to Treasury with a request to open the new account:**
   The Office of the Treasurer
   1590 North High Street, Suite 400
   Columbus, Ohio  43201
   Amy McMahon or Jeff Rayis,
   614-688-4118 or 614-247-6854
   mcmahon.100@osu.edu or rayis.2@osu.edu

   Include the following items with the request:
   a) Listing of names and email addresses for each signer on the account
   b) Driver’s license copies for each signer (required by the bank)
   c) Preference for single or duplicate checks
      Note: the cost for University check printing is approximately $125/order and will be invoiced directly to your department

Human Subject checking accounts are opened with Fifth Third Bank