

Human Subject Payments Questionnaire

Please complete this questionnaire **prior to** submitting a Spend Authorization request for human subject pay involving gift cards or cash

STUDY#: _____

Is this study approved for in-person or remote?

1. What is the purpose of this study?

2. What is the total dollar amount for the Spend Authorization?

3. What type of payment will you be using for each participant?

MTURK

Amazon e- gift card

VISA gift card

Cash

Other

4. If using a gift card or E-gift card, what is the monetary value per card?

5. If using MTURK, what is the total amount being paid to each participant?

6. Is there a list of participants' names who will be receiving the gift cards, e-gifts or MTURK deposits? (It is suggested to keep a log with project name, research purpose, recipient name or confidential ID, amount of gift, gift card # and date given to recipient.)

7. What internal controls are in place to secure the cards, who is the responsible person for approving their distribution and for record keeping? Include disposition plans if the cards are not used for intended purpose stated above.

8. Please confirm if you would like a copy of the human subject log template.

Yes

No