

7.07 Employment of Consultants

The Advisory Budget Commission of the state of North Carolina has adopted regulations concerning the employment of consultants by state agencies and institutions. Under these regulations, the university must receive authorization, in writing, from the governor or the governor's designee before entering into a contract for consultant services.

A written justification for consultant services must explain what services are desired; why the work cannot be accomplished by employees of the university; how the work relates to the proper functions of the university; what benefits will be received; what the estimates of the cost of the services are; what potential sources of consultant services have been identified, if any; and supply additional information that may be required.

Whenever possible, consultant services should be obtained from other state agencies. The policy also requires that competition be sought for consulting services whenever practical as determined by the Division of Purchase and Contract.

A complete copy of the regulations is available from the Office of the Chancellor. Faculty, department heads, deans and others should review these regulations thoroughly prior to requesting consulting services.