



SPARC Graduate Research Grant 2017-2018 Terms and Conditions

Project Period

For 2017-2018 SPARC Graduate Research Grants, the project period is 15 months: May 1, 2018 through July 31, 2019.

The funds for SPARC Grants are transferred to the academic unit, and then the unit either administers the grants or disperses the funds to the departments. Individual SPARC accounts are set up and managed at the department level.

Expenditures

You must follow established University procedures in expending the funds for your project. SPARC Graduate Research Grant awards are processed as “E” funds. All expenditures must remain compliant with E fund procurement requirements. Pay special attention to policies and procedures relating to such items as purchasing, travel, participant incentives and personnel. All accounting issues are handled through your Advisor’s unit (College or School). Financial compensation for faculty is not permitted. Should any cost overruns occur, they will be charged to your department. Accounting of your expenditures may be requested by the Office of Research at any point during the project period or after completion of the project. Unused funds (greater than \$100) revert back to the Office of Research at the end of the project period or after the student has graduated.

Research Compliance

If your project includes the use of humans as research subjects, the project cannot begin until IRB approval has been obtained. Likewise, if vertebrate animals are used in your project, you must have a valid IACUC approval number before you start the project. **You must email the IRB or IACUC approval (or exempt) letter to Lauren Clark at lauren.clark@sc.edu prior to starting your project.** You are also responsible for compliance with University, state and federal requirements relating to the use of radioisotopes and biohazardous materials. For questions, contact the Office of Research Compliance at 777-7095.

Research Abroad

Projects that include international travel (including conference travel) must be approved by the Study Abroad Office. All travel abroad covered by the SPARC Graduate Research Grant program is subject to approval and standard terms and conditions of the Study Abroad Office. Should your travel be deemed unsafe for any reason at any time prior to departure, the SPARC Graduate Research Grant Program will follow the recommendations of the Study Abroad Office and has the right to deny and/or revoke funding. For questions, contact the Study Abroad Office at 777-7557.

Intellectual Property

All projects are subject to the USC Intellectual Property Policy:
<http://www.sc.edu/policies/acaf133.html>

Questions regarding this policy should be directed to the Office of Technology Commercialization at 777-9515.

Extension Requests

Under exceptional circumstances, an extension may be granted. Requests for extensions must be made in writing at least 30 days prior to the project end date. The student should email the extension request (with advisor copied) to Lauren Clark at lauren.clark@sc.edu. The extension request should include both the reason for the request and the requested end date.

Presentations and Publications

Any presentations or publications produced as a result of this award must contain an acknowledgment of support such as: "This work was partially supported by a SPARC Graduate Research Grant from the Office of the Vice President for Research at the University of South Carolina."

Additional Program Requirements

- 2017-2018 SPARC recipients are required to give a presentation at Discover USC in Spring 2019: www.sc.edu/discoverusc
- You are also required to complete yearly online surveys, which will allow the Office of Research to track your progress and document any publications, presentations and/or awards for three years following the award.
- Submit a one page document describing your completed research project, as well as an explanation of how the SPARC funding enhanced your graduate research/creative experience. In addition, a minimum of two photographs are requested which should include a headshot of yourself and a photo of you working on your creative or research project which may be used to promote the SPARC Program. These items will be submitted to Lauren Clark at lauren.clark@sc.edu after the completion of your project or prior to graduation.