**ASPIRE I Award Terms and Conditions**

**Grant Period:** The project period will begin 07/01/2018 and end 09/30/2019. If you need an earlier start date, please contact Beth Herron (bherron@mailbox.sc.edu).

**Expenditures and Account Set-Up:** Please have your business manager contact Beth Herron (bherron@mailbox.sc.edu) as soon as possible for details about how to set up your ASPIRE account. You must follow established University procedures in expending the funds for your project. Pay special attention to policies and procedures relating to such items as purchasing, travel, participant incentives, and personnel. Should any cost overruns occur, they will be charged to your department/campus. Significant changes to your budget need the approval of the VPR’s office – please e-mail bherron@mailbox.sc.edu with your request. 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. If at the end of the project period (or if you leave the University) you have unexpended funds of more than $150 remaining in your ASPIRE account, your department must transfer these funds back to the Office of Research. For postdoctoral associates, if you leave USC to take another position prior to your funds being expended, your department must return the balance to the VPR’s office as this is an award to you as a PI, not to your lab or department.

**Compliance Issues:** If your project includes the use of humans as research subjects, you are responsible for ensuring that the use of these subjects is approved by the IRB. If vertebrate animals are used in your project, you must have a valid IACUC approval number. Funds for your project will not be released until you meet all compliance requirements; please forward your approvals from either the IRB or IACUC to Beth Herron at bherron@mailbox.sc.edu.

**Publications or Presentations:** Any publications produced or presentations given as a result of this award should contain an acknowledgement of support such as, “This work is partially supported by an ASPIRE grant from the Office of the Vice President for Research at the University of South Carolina.”

ASPIRE I, Track 2 B (post-doctoral), awardees will be required to present a poster at Discover USC 2019, which will be held April 26, 2019.

**Extensions:** A single no-cost extension will be granted upon request with strong justification. Requests must be made via e-mail at least 30 days prior to the project end date. Please send requests to Beth Herron at bherron@mailbox.sc.edu.

**Reporting:** A final report in a format of your choosing must be sent to bherron@mailbox.sc.edu 30 days after the end date of your project. Failure to submit this report may preclude you from receiving funding from the VPR’s office in the future. The final report should include the following information:
1. A brief summary of activities performed
2. A budget statement describing how funds have been spent
3. A list of all external funding requests (i.e. proposals) developed and submitted as well as those that received funding as a result of your ASPIRE grant. When you submit external proposals in USCERA related to your ASPIRE award, please indicate that in the appropriate place on the PAP Form.
4. Any publications and other scholarly activities resulting from ASPIRE funding