ASPIRE II and III 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, graduate student tuition requirements, and personnel. Should any cost overruns occur, they will be charged to your department/campus. 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. *For ASPIRE II awards, you may set up multiple accounts in different units; however, the lead PI is ultimately responsible for all fiscal reporting.* If at the end of your project period you have unexpended funds of more than $150 remaining in your ASPIRE account(s), your department must transfer these funds back to the Office of Research. If the lead PI of an ASPIRE II award leaves USC, please contact Beth Herron about continuation of the project with remaining team members.

**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.”

**Extensions and Budget Revisions:** A single no-cost extension will be granted under unusual circumstances only. 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. Significant budget revisions and/or changes to project personnel also must be sent to Beth for approval by the VPR’s office.

**Reporting:** An interim report is due for ASPIRE II and III projects approximately six months after the award date (January 10, 2019). 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 these reports will preclude you from receiving funding from the VPR’s office in the future. The interim and final reports should include the following information:

1. A brief summary of activities performed
2. A budget statement describing how funds are being spent/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