



POLICY ON TRANSFERRING A SPONSORED (FUND 20) PROJECT

Policy Number: 5.0.7

Version Number: 004

Classification: Post-Award Administration

Effective Date: July 1, 2018

Responsible University Office: Vice President for Research

1.0 Purpose

The purpose of this policy is to assign certain prerequisites and responsibilities for transferring a sponsored (Fund 20) project from Clemson University to another entity.

2.0 Applicability

This policy applies to awards in which a Principal Investigator terminates from Clemson University and elects to transfer one or more sponsored project(s).

3.0 Government Rules and Regulations

There is not a specific government rule or regulation for transferring a sponsored project; however, federal agencies have different procedures and guidelines to follow.

4.0 Definitions

Transferring a sponsored project is a lengthy process that requires time, responsibility, and coordination among many people. The PI should start the process as soon as possible.

5.0 Policy

When a PI is terminating employment with Clemson University, the Administration has the option of transferring the project to a new entity, or appointing a new, qualified PI at Clemson University, or relinquishing the award back to the sponsor. The Vice President for Research (VPR) will make the final approval decision.

6.0 Responsibilities

The Principal Investigator (PI) or Department Administrator will notify the College Post Award Contact when a PI is terminating and is requesting a transfer of a sponsored project. The College Post Award Contact will coordinate the approval package and completing the Checklist for Principal Investigators Terminating from Clemson University or Going on Extended Leave and


obtaining approvals from the PI, Department Chair, and Dean or Associate Dean for Research and send to the Grants and Contracts Administration Fiscal Manager who will obtain the VPR approval and submit the request to the sponsor.

7.0 Sanctions for Non-Compliance

If the policy and procedure is not followed, the transfer will take longer and may be disallowed.

8.0 Approval Signatures

This policy has been approved by:

 _____ July 1, 2018
Tanju Karanfil, Ph.D. _____
Vice President for Research Date

REVISION HISTORY		
EFFECTIVE DATE	REVISION NUMBER	MODIFICATION
July 1, 2017	003	Update Header and approval
July 1, 2018	004	Policy Reformat