Award Obligations

Notice of Awards

A Notice of Awards will be posted on the Generosity website: http://generosityresearch.nd.edu. Letters will also be sent, via mail, to Principal Investigators informing them of the Science of Generosity’s intent to enter into a contract. Approval will be contingent upon confirmation of eligibility criteria and upon possible adjustments to the proposal before the final award letter is sent out. The award letter will stipulate all terms and conditions of payment.

Award Obligations

The investigators of all funded projects will be brought together for two national conferences over the course of the initiative to network with and share their research and findings with other generosity scholars. Acceptance of project funding entails a commitment to prepare for, be present at, and participate in both conferences. Winners of Wave 1 grant awards will additionally be obligated to serve as reviewers for Wave 2 grant proposals. Fulfillment of this obligation includes reading and evaluating LOIs and full proposals, as well as attending the face-to-face review meeting.

Documents Required at Award Stage

Award recipients from this request for proposals (RFP) may be required to furnish some of the following additional documents: Institutional Review Board (IRB) or Institutional Animal Care and Use Committee (IACUC) Approval Letters, Tax-exempt Status, and Letter from Statistical Consultant. For grantees who are affiliated with foreign institutions, copies of the institution’s most recent audited financial statements will be requested if selected as a grantee. All award recipients will be prompted to submit such additional materials after the grant award winners are announced.

1. IRB and IACUC Approvals (if applicable)
Evidence of IRB approval (or submission for approval) for research involving human subjects is required. Please submit IRB requests early, and in the event they have not been fully approved by the time of full proposal submission, status and assurance number of the pending approval on the Cover Sheet Template. PIs will be required to submit current IRB or IACUC Letter of Approval. Documentation of IRB and/or human subject approval authorization will be required before initial payment may be made. Please note that if human or animal subjects are involved in the research project, the PI must be affiliated with an institution since these studies require approvals from the institution’s IRB, or approval from the IACUC.
2. Tax-exempt Status
At the award stage, PIs need to provide evidence of tax-exempt status from the sponsoring institution. 501(c)(3) organizations must include copies of IRS determination letters and EIN number.

3. Letter from Statistical Consultant (if applicable)
All proposals involving quantitative studies must include a letter from a statistician who has agreed to approve the research design and methods of analysis of the data collected. This letter will be requested for PIs who are selected to receive an award.

Other Terms and Conditions

All awarded projects will need to comply with the following conditions.

1. Authority to Bind the Principal Investigator’s Institution in to Contract: Each PI must provide full name and university address. The proposal cover sheet must be signed by the PI and authorized institutional signatory. Failure to sign the proposal may disqualify it.

2. Award Obligations: Please be aware that attendance and active participation by PIs in the Science of Generosity events are required in order to enter this final level of competition. Furthermore, if PIs are awarded a grant as a result of this RFP, funds received are contingent upon attendance and active participation in two mandatory project meetings. If a PI is unable to attend one or more of these project events, notification will need to be sent immediately.

3. Communications: All PIs will be required to work with the Science of Generosity project Communications Coordinator to help disseminate their research findings periodically throughout the course of, and upon completion of, their projects. This will require working with the Notre Dame-based Communications Coordinator to develop updates on their project findings suitable for the Science of Generosity project website, reports, and press releases.

4. Additional Information Requested: Please indicate if the PI, and/or affiliated research administration has been cited and/or fined within the last five (5) years by any Federal, State or Local regulatory agency. If so, PIs will need to provide the following information: Date; Identity of the agency issuing the citation or fine; Description of the violation; and Final rulings of the agency.

5. Right of Rejection: The project reserves the right to reject any proposal, to waive any informalities or irregularities in proposals, and/or to negotiate separately the terms and conditions of all or any part of the proposals as determined to be in Notre Dame’s best interests in its sole discretion.

6. Advice of Omission or Misstatement: In the event it is evident to a PI responding to this RFP that Notre Dame has omitted or misstated a material requirement to this RFP and/or the services required by this RFP, the responding PI shall advise the Project Manager of such omission or misstatement.
7. **Cost of Preparation:** The University of Notre Dame will not pay any costs incurred in full proposal preparation, printing or demonstration process.

8. **Notification of Withdrawal:** Full proposals may be withdrawn prior to the deadline specified for submissions with a formal written notice by an authorized representative of the PI. Proposals submitted will become the property of the University of Notre Dame after the submission deadline.

9. **Rights to Pertinent Materials:** All responses, inquires, and correspondence relating to this RFP and all reports, charts, displays, schedules, exhibits and other documentation produced by the PIs, that are submitted as part of the RFP, shall become the property of the University of Notre Dame after the RFP submission deadline.

**Point of Contact**
The Project Manager for the Science of Generosity Project at the University of Notre Dame, shall be the sole point of contact regarding this Request for Proposals. All questions concerning both the administrative and technical aspects of this RFP can be e–mailed to generous@nd.edu.