Congratulations! ORS is pleased to inform you that Duke University has received an award from the National Science Foundation for your project entitled "Research into the Fundamental Nature of the Universe and Humanity's Place in the World." The paperwork for this award has been processed, and you will be notified shortly by the Office of Sponsored Programs about the new fund code (i.e., WBS Element), if one has not been assigned already (see above). The full text of the terms and conditions for this award are:

☑ Available online at: www.nsf.gov/awards/managing/rtc.jsp
☐ Attached

To make management of this grant a little easier, here are some basic terms and conditions of which you should be aware:

**Project Period Dates:** 2/1/2009 to 1/31/2014  
**Total Project Amount:** $999,999

**Current Budget Period Dates:** 2/1/2009 to 1/31/2010  
**Current Budget Amount:** $250,000

**Reporting Requirements:**
- Financial Reports - ☐ Annual ☑ Quarterly ☐ Other:
- Technical Reports - ☑ Annual ☐ Quarterly ☐ Other:

**Required Approvals for Common Award Changes:**

<table>
<thead>
<tr>
<th></th>
<th>can be approved by Duke</th>
<th>require sponsor's approval</th>
<th>not applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rebudgets</td>
<td>☑</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Carryover of funds</td>
<td>☑</td>
<td></td>
<td></td>
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<tr>
<td>First no-cost extension</td>
<td>☑</td>
<td></td>
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<tr>
<td>Foreign travel</td>
<td>☑</td>
<td></td>
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<tr>
<td>Equipment not in the budget</td>
<td>☑</td>
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</tbody>
</table>

**Title to Equipment:**
- ☑ Owned by Duke  
- ☐ Owned by Sponsor  
- ☐ NA

**Program Income:**
- ☐ Added to the award  
- ☐ Subtracted from the award  
- ☐ Returned to sponsor  
- ☑ NA

**Special conditions of the sponsor:**
Project Management: Who Is Responsible for What?

I. The principal investigator is responsible for:
- updating the online Conflict of Interest form if any new relationship or change in any exiting relationship has occurred since the last disclosure that might constitute or lead to a real or perceived overlap of interest with their professional and academic activities at Duke (https://adgapps.duhs.duke.edu/coi_form/);
- complying with University and sponsor policies regarding sponsored research such as conflict of interest, misconduct in research, data retention, use of human subjects, and use of animals;
- implementing the project as described in the award;
- prudently managing of activities and expenditures related to a project;
- providing the progress reports and final reports requested by the sponsor; and
- disclosure of inventions to the University Office of Licensing and Ventures in a timely manner.

II. The department staff person assigned as "grant manager" by the chair is responsible for a variety of critical monitoring and record keeping tasks.

III. The Office of Research Support is responsible for:
- providing a liaison with sponsors on behalf of the principal investigator on all contractual, administrative matters;
- approving all changes to agreements between Duke and sponsors;
- approving the Cost Exception Forms I and II;
- approving consultancies;
- preparing subcontracts and any modifications to subcontracts; and
- submitting to sponsors the annual and final Patent/Inventions Reports.

IV. The Office of Sponsored Programs is responsible for:
- establishing accounts, identified by WBS Elements, for sponsored projects;
- preparing invoices and managing cash collection;
- preparing interim and final financial and property reports as required by sponsors;
- administering the Monitored Workload System;
- performing any required equipment screening; and
- representing the University in financial audits.

CC: Grant Manager