

Terms and Conditions for Accepting GSS Research and Projects Grant

1. The recipient of the grant will have 5 months to make the purchases highlighted in the detailed budget submitted with the proposal. Under the normal grant cycle, this means copies of detailed receipts for the items indicated in the budget must be submitted to the GSS office by April 1 of the following year. In other circumstances, receipts will be due 5 months from the day of award notification.
 - a. Should an extension of time be needed to pay for certain parts of the research/project, the recipient must email the GSS office at gss@aggiemail.usu.edu and explicitly request a time extension. This will need to be done at least a week before the receipt submission deadline. The request must include:
 - i. Description of need for time extension (including why it could not have been taken care of sooner)
 - ii. Updated timeline of research/project with expected accomplishment of the items for which the time extension is necessary.
 - b. If no extension is requested by the deadline, or the grounds on which an extension is requested are deemed inappropriate, resulting in a denial of the request, the following will occur:
 - i. The recipient will be expected to return the unspent portion of their grant amount (calculated as the grant amount less the sum of receipts submitted) in the form of a check written to the GSS.
 - ii. A hold will be placed on the student's transcript until the specified amount is refunded and check has cleared the bank.
 - c. The extension time will not be allowed to exceed 11 months from the time of award notification. This is a hard deadline.
 - d. If the recipient has made purchases but fails to submit the receipts by the initial deadline specified (and fails to request an extension of time), they will be expected to refund the grant amount less any expenses that have been submitted to the GSS office in the form of receipts.
 - e. Receipts must be for the items specified in the grant proposal. Any expenses that weren't thus indicated are not added towards the grant total and will not be accepted by the office.
2. Any referral made in writing to the grant by the recipient will be done by the full name of the grant: "The Graduate Student Senate Research and Projects Grant".
3. All non-expendable equipment purchased with the grant money is the property of The Graduate Student Senate and shall be returned to the office by the deadline for receipts laid out above.