

AHW Research and Education Program Faculty Recruitment Sub-Award Award Letter Sample Language

I am pleased to inform you that your award entitled, “XXX,” has been reviewed and approved for funding by the Medical College of Wisconsin <i.e. Cancer Center Molecular Carcinogenesis and Chemoprevention Program>, with actual funding being provided by the Advancing a Healthier Wisconsin (AHW) Research and Education Program. As you know, this funding is part of your XX-year start up package and is contingent upon your employment at the Medical College of Wisconsin on <date>. It is our expectation that this sub-award will form the basis for your research development for major external funding. Actual funding will be contingent upon institutional approvals for the use of human subjects or laboratory animals and verification of non-supplanting.

The project period for this award is XX/XX/20XX through XX/XX/20XX. All unexpended funds will be forfeited at the end of this period and all requests for re-budgeting must be submitted to the Cancer Center and the AHW Research and Education Program for review and approval prior to implementation. Budget revisions are limited and require pre-approval.

As the Principal Investigator, you are responsible for ensuring compliance with AHW Research and Education Program funding guidelines and restrictions as outlined in the AHW Research and Education Program Award Administration Manual. This manual can be found on the AHW website, <https://ahwendowment.org/AHW/Funding-Center/Partner-Portal.htm>.

Please also be advised that progress reports are required at 12-month intervals throughout the duration of your award. Progress reporting period aligns with MCW’s fiscal year.

AHW Research and Education Program (REP) awards/projects not expecting to complete activities prior to the approved end-date may apply for a 12-month no-cost extension and use of unexpended funds. No-cost extension requests may be submitted to the AHW REP office up to and including the last day of the approved award/project end-date. Extension requests submitted after the award/project end-date will not be considered. For more information on the revised NCE extension policy, please visit the AHW REP site mentioned above.

Please acknowledge this award in official publications as ***a project funded by the <i.e. Cancer Center Molecular Carcinogenesis and Chemoprevention Program> through the Research and Education Program, a component of the Advancing a Healthier Wisconsin endowment at the Medical College of Wisconsin.***

Congratulations and thank you again for your participation.

Best Regards,

PI of parent AHW Research and Education Program Award

Please Note:

This award is funded by the Advancing a Healthier Wisconsin Research and Education Program; all AHW funds are restricted pursuant to terms of a grant agreement between the Wisconsin United for Health Foundation, Inc. (WUHF) and the Medical College of Wisconsin. The AHW endowment, and the awards funded through this mechanism, are highly scrutinized and are subject to public accountability standards; including an audit by the Wisconsin Legislative Audit Bureau evaluating the College's compliance with the endowment's guiding policies and agreements.