

Engaging Prisma Health in Sponsored Programs at the University of South Carolina

Prisma Health and the University of South Carolina have a valuable research partnership. In collaboration, the following guidance was created to facilitate an efficient administration of our partnership on sponsored projects.

Prisma Health Participation in Sponsored Projects with USC

Prisma Health participates in grant applications under the name of Prisma Health–Upstate or Prisma Health–Midlands.

- Only in rare circumstances would a clinician be engaged as a consultant rather than a subaward. Contact Prisma Health OSP and USC SAM office to discuss and obtain approval for an exception from a subaward.
- Notify Prisma Health OSP and USC SAM office of your intent to participate in a sponsored project as early as possible. The more complex the subaward, the more time is needed.
 - o USC PIs are required to submit their final proposals in USCERA to the SAM office no less than three business days prior to the sponsor deadline.
 - o Prisma Health policy requires their PIs to have a completed subaward package ready for review and signature two days prior to the USC-given subaward deadline.
 - o Employment status verification is required by Prisma Health OSP, SAM or Toni Bracey, of both the USC PI and Prisma Health PI prior to the submission of the proposal to the sponsor.
 - o If the project requires the use of the Data Support Core, the Clinical Research Management Office, or other teams, more time is needed to coordinate.

Navigating personnel with joint appointments or Prisma Health Leasing Arrangements

- The USC PI and the Prisma Health subaward PI should not be the same person.
- Faculty effort and salary should be allocated to the organization of primary employment.
- A USC employee may not be the Prisma Health PI without exceptional circumstances and justification.
 - An exception may be granted with the approval by the appropriate USC Dean and Angela Wishon on behalf of PRISMA. The approval memos may be obtained separately and will accompany proposals that are submitted to SAM and PRISMA OSP.
- It is allowable to name Prisma Health clinical staff as Prisma Health PI.
- The Prisma Health PI is expected to have quantifiable effort listed in the subaward budget; NIH requires all key personnel to have quantifiable effort charged and reported on the grant.

Requesting a Subaward Proposal Package from Prisma Health

Contact the Office of Sponsored Programs (OSP) (grants@prismahealth.org) or Dr. Hagan Walker, Director of Sponsored Programs (hagan.walker@prismahealth.org). A grants coordinator/administrator will be assigned to support the subaward package preparation and submission. Please include the following in the request:

- Funding opportunity number to which we are applying or a link to the guidelines
- Project Title
- Project Dates
- USC PI Name
- List of required items
- Deadline by which subaward package is needed

If you have any questions while preparing your proposal, please contact your [Pre-Award SAM Administrator](#)