**Free and Open Source Project Fund Terms and Conditions - Template**

**Free and Open Source Software Project Fund (FOSSProF) Terms and Conditions**

**Use of Grant Funds**

* All grant expenses must be coded to the correct billing code, which will be provided to project PI’s and departmental business managers.
* The grant funds must be used solely for the project outlined in the approved proposal and budget.
* Any budget change requests should be submitted in writing to [**NAME, EMAIL**] in the Open Source Programs Office. Budget change requests must include:
  + Description of the requested change, including a reason for the request
  + Updated budget form highlighting all changes

**Reporting**

* The Grantee agrees to participate in regular meetings with the Open Source Programs Office to provide updates on project progress and discuss any challenges or concerns.
* Upon completion of the project, the Grantee agrees to submit a final report following the attached template, summarizing the project's results, impact, and any lessons learned.

**Acknowledgement**

The Grantee agrees to acknowledge the University Open Source Programs Office

and the **FUNDER** in all publications, presentations, and public materials related to the project.

**Intellectual Property**

All code developed under the project shall be licensed under an OSI-approved open

source license and shared via a publicly available code repository.

**Important Dates**

Completion of work: **DATE**

All budget requests in: **DATE**

Final report due: **DATE**

Summative event: **DATE**