



## **Terms and Conditions of Research Grants**

**These Terms and Conditions are subject to any Special Conditions which may be imposed at the time of the Trust awarding the Grant and any such Special Conditions shall take precedence over the Terms and Conditions set out herein.**

### **1. Responsibilities of the Host Organisation**

The Host Organisation is responsible for the following:

#### **1.1 Use of Grant**

That the grant is applied appropriately to support the research project for which it is awarded.

For the provision of the basic facilities required to support the work of the project: in particular accommodation and related overhead costs and administrative costs.

#### **1.2 Quality of the Research**

That the project is carried out in a proper way; that there is appropriate training and supervision of the researchers; and that the Host Organisation's normal procedures are followed to evaluate the results of the research prior to any publication.

#### **1.3 Ethical and Legal Requirements**

The Host Organisation is responsible for ensuring that all ethical and legal requirements, including Home Office regulations and any other relevant consent, relating to the research are met. It is responsible for monitoring the research and for any insurance or indemnity required.

The Trust does not act as the employer of any persons engaged in the project. The Host Organisation is responsible for the issue of contracts and compliance with employment law.

The Host Organisation is responsible to meet all health and safety requirements.

#### **1.4 Industrial and Intellectual Property Rights (IPR's)**

The Host Organisation is jointly responsible with the applicant and the principal investigator (if any) for providing information relevant to any IPR that might arise.

The Host Organisation, applicant and the principal investigator (if any) shall together be responsible for ensuring that any IPR created during the research project are exploited in accordance with any special conditions of grant.

The Host Organisation, applicant and the principal investigator (if any) shall together be responsible for sharing any revenue received by them or on their behalf with the Trust in accordance with any revenue sharing agreement.

#### 1.5 Sole Applicant

The responsibilities noted in this section shall, in the case of a sole applicant who is not carrying out a project through a Host Organisation, be undertaken by the applicant.

### 2. Responsibilities of the Applicant and the Principal Investigator

The applicant and the principal investigator (if any) are responsible for the following:

#### 2.1 The applicant and the principal investigator shall be jointly and severally responsible with the Host Organisation for ensuring that all conditions of the grant are complied with.

To ensure that research workers working on the project devote to it the appropriate amount of time in relation to the amount of financial support received from the Trust.

#### 2.2 Privacy:

To ensure at all times that any personal data collected in the course of the research project shall be securely held and handled and that the anonymity of persons to whom the data refers shall be preserved in any report or publication. The applicant, principal investigator and the Host Organisation are required to ensure that the requirements of the Data Protection Act are complied with in relation to the project.

#### 2.3 Reviews

To provide an annual progress report to the Trust on the anniversary of the start date of the grant.

On completion of the research project, to provide a final report to the Trust. The report to include an executive summary of not more than 2 A4 pages summarising the findings of the project.

#### 2.4 Publication

The Trust expects the applicant or the principal investigator (if any) to promulgate the results of the research which it funds in the usual manner, for example, by publication and presentation at meetings (subject to any requirements which might arise in relation to IPR). Note, however, that the Trust cannot accept responsibility for the validity of the results nor for any statements made by the authors in the publication.

Any publication resulting from work funded by the Trust must undergo the Host Institution's usual procedures for ensuring the validity of the results and suitability for publication. Unless

the Trust specifically states otherwise in writing, the support of the Trust must be acknowledged, in a form acceptable to the Trust.

### **3. Variations of Conditions/Research Project**

3.1 No alteration, deletion or addition shall be made to any of these conditions without the prior agreement in writing of the Trustees or (if the change is proposed by the Trust) the applicant/principal investigator/Host Organisation as appropriate.

3.2 In relation to the research project:

- (a) Any change of substance in the objectives of the project;
  - (b) Any change of grant holder(s);
  - (c) Any change of the expenditure figures affecting the terms of the grant; and
  - (d) Any change in the duration of the grant
- must be so approved.

### **4. Termination of the Grant**

4.1 The Trust reserves the right to terminate the grant in the following circumstances;

- (a) the Trust does not have the funds available for future payments of the grant;
- (b) if any of the Host Institution, the Applicant and the Principle Investigator are reasonably considered by the Trust to be in breach of these Terms and Conditions
- (c) if the continued payment of the grant would put the trustees of the Trust in breach of their obligations as trustees of a charity.

4.2 In the event of termination pursuant to paragraph (a) above the Trust will consider any request to meet an appropriate proportion of the redundancy costs of any person specifically employed for the purpose of undertaking the work to which the grant relates provided that the person in question was employed in undertaking such work substantially full time. In the event of termination pursuant to paragraph's (b) and (c) above the Trust will be under no further obligation to make any payments and any payments made in advance shall be reimbursed to the Trust to the extent that such funds have not already been spent.