



The Haemochromatosis Society

PO Box 6356, Rugby, CV21 9PA

Office & Administration: 03030 401101 office@haemochromatosis.org.uk

Information & Support: 03030 401102 info@haemochromatosis.org.uk

www.haemochromatosis.org.uk

Term and Conditions for the Awarding of Research Grants by The Haemochromatosis Society (2 pages, revised April 2015)

1. Grants must be used solely for the purposes set out in the application and approved by the Directors.
2. The grant holder(s) will be responsible for the conduct of the work. The organisation administering the award is responsible for the employment of the staff working on the project and their terms and conditions, and for providing appropriate facilities for the work.
3. The host organisation and the grant holder must ensure that all necessary ethical committee approvals are in place before the work begins and are maintained for the duration of the grant.
4. Any financial support for the project obtained from other sources must be made known to the Society immediately.
5. The Society reserves the right to terminate an award if the grant holder or member of staff funded by the grant are in breach of any of the conditions of award or become unfit or unable to pursue the work funded by the grant.

Changes to the funded project

6. The Society should be informed immediately of any significant changes to the personnel involved in the project.
7. The Society's agreement should be sought in advance before any research worker supported from a grant is registered for a higher degree or other qualification.
8. The permission of the Society must be sought in advance where significant changes are necessary to the work that will be carried out, whether or not these are judged to be advantageous. The Society reserves the right to judge if any project would be so compromised by the changes that the grant should be terminated.

Budgets and financial monitoring

9. The Society will only pay directly incurred costs, e.g. salaries (exclusive of superannuation), not directly allocated costs e.g. estates or salary contribution of the applicant/investigator, nor will they pay indirect costs.

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10. Within the limits of the total budget, the spending under different headings should conform broadly to the original estimates in the application approved by the Directors. If grant holder(s) wish to make any significant variation of expenditure between headings of the budget set out in the application, they must seek the Society's permission before doing so.
11. Equipment funded by a grant is donated to the host institution for the use of the project funded by the grant. The host institution is responsible for its housing, maintenance and insurance. The Society reserves the right to be consulted about subsequent disposal of such equipment.
12. Grants are normally paid in advance. At the end of the grant any outstanding balance must be returned to the Society.

Reporting requirements

13. The Society requires a final report not later than three months after the end of the grant period. This is different from any formal publications arising from the work and is specifically for the Society. It should give an account of the project, the methodology used, the main findings and an objective assessment of how far it has achieved its objectives. The Society reserves the right to adopt the methodology for future projects if appropriate.
14. The final report must be accompanied by a final financial statement which relates actual expenditure to the original budget and amount advanced.
15. The Society must be sent a copy of all papers, conference papers, books, articles, monographs, reports or other material produced by the project.

Intellectual property, copyright and acknowledgements

16. The Society's support for the project should be acknowledged in any publication (written or electronic), poster, or presentation about it, and in any related newspaper article or radio or television programme.
17. If grant holders or their employers wish to issue press statements that mention the Society, the Society must be given an opportunity to comment on the draft.
18. Where a project involves collection of original data the grant holder should liaise with an appropriate archive about deposit of the data arising from the grant.
19. The host institution is responsible for the identification, protection and exploitation of any intellectual property rights arising from the grant. The Society must be consulted about the disposal of any significant intellectual property rights and in these cases expects to share in any income generated by intellectual property rights in proportion to its share of the full costs of the original research.
20. Grant holders must comply with the data protection license of their institution.

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