



UNIVERSITY OF BIRMINGHAM

date 2023

UKFIN (“Project”)

Delivery Partners:

Insert Lead Delivery partner organisation name & address

Insert other Delivery Partner/s organisation address/es

I am pleased to inform you that subject to the terms and conditions of this Agreement that The University of Birmingham (“UoB”), funded by EPSRC Network Plus (the “Funder”) as part of the UKFIN programme is prepared to make a contribution of £[] (“the Grant”) towards the Project as outlined in the application referenced in Schedule 1.

University X will be the Lead Delivery Partner and have responsibility for the intellectual leadership and for the overall management of the Project.

UoB, and the Delivery Partners shall each be a “Party” and collectively the “Parties”.

Terms and Conditions of the Grant

1. The Project shall commence on [] and shall continue until [] unless terminated earlier in accordance with this Agreement.
2. The Delivery Partners shall co-operate with UoB to perform the Project. The tasks to be undertaken by the Delivery Partners are those allocated in the application attached here as Schedule 1. The Delivery Partners agree to perform such tasks with reasonable skill and care within the scope of the funding.
3. The Delivery Partners shall provide to UoB promptly on request (and where it is legally able to do so) any information, documentary evidence and records in respect of the Project that UoB may reasonably require from time to time in order to fulfil its reporting obligations under the head terms attached hereto as Schedule 2 (“Head Terms”). In the event that the Delivery Partners and the Company complete the project funded by this Agreement without spending the full amount of the funding, the Delivery Partners must repay all unspent sums on the earlier of the end date of the grant or the termination of this Agreement.
4. The Delivery Partners shall comply with the Head Terms in so far as they relate and apply to its involvement in the Project. Additionally, the Delivery Partners shall agree not to conduct itself (whether by act or omission) in such a manner that would cause UoB to be in breach of the UoB’s obligations under the Head Terms. On termination or expiry of the Head Terms, this Agreement will immediately terminate.
5. The Delivery Partners shall ensure that the work is acknowledged as being supported by EPSRC and UKFin+ when promoting projects, either through articles, papers, presentations, or interviews. Both EPSRC and UKFin+ branding must be visibly included on any presentations.
6. The Delivery Partners shall provide an annual report on all outcomes from the funded project to the Principal Investigator by 31st January each year for up to five years from the project end date. This must include details of their diverse engagement with non-HEI partners, beyond the Delivery Partners.

7. The Delivery Partners shall participate in UKFin+ network events, and present project updates (costs to attend UKFin+ network events can be included in the application).
8. The Delivery Partners shall produce a three-minute film for dissemination at UKFin+ events and via the project web site <https://ukfin.network/>.
9. The Delivery Partners shall provide updates for the project web page of UKFin+ and our social media communications when requested. UKFin+ will also promote its work across the financial services sector, and occasionally project leads might be asked for short quotes or other information to demonstrate the activities that are taking place.
10. The Delivery Partners shall plan projects realistically including lead times for project set-up (recruitment, contract negotiation, ethical approval, and procurement), and realistic outcomes for the time and resources requested.
11. Extensions will be given to enable inclusion e.g., for approved sick leave, parental leave, compassionate leave, adoption leave so long as the activity will still end before the UKFin+ funded period ends. Extensions for other reasons will only be given in exceptional circumstances, to ensure that the available funding is fully allocated and spent by the end of the UKFin+ funded period.
12. The effective date of this Agreement shall be the last date of signature below ("Effective Date"). Any Party may decide not to become, or continue to be, involved in the delivery of the Project (the "Terminating Party") by giving 30 days' written notice to the other Party/ies, in which case they shall immediately cease all use of the Confidential Information (as defined below) of the Terminating Party and the Terminating Party shall immediately cease all use of the other Party's/ies Confidential Information. In the event that the Delivery Partners terminate, the Delivery Partners will only be able to claim for costs incurred prior to the date of termination. Termination of a Party's involvement in the Project in accordance with this clause shall not affect any accrued rights or remedies to which any Party is entitled.
13. The funding to be provided to the Delivery Partners by UoB in respect of the Project is detailed in the payment schedule contained in Schedule 3. If the Funder requires the reimbursement by UoB of any sums paid under the Head Terms, then to the extent that such requirement arises from the acts or omissions of the Delivery Partners, the Delivery Partners agrees to reimburse UoB together with any interest charged thereon by the Funder. The Grant is inclusive of VAT and any other taxes.
14. UoB will pay the Delivery Partners quarterly in arrears against receipt of financial management information justifying relevant costs by means of an invoice submitted to UoB as set out in Schedule 3.
15. Intellectual property and publications shall be subject to this Agreement and the Head Terms.
16. The Grant will be subject to monitoring by the Funder.
17. For awards that are more than six months duration, the Delivery Partners shall provide quarterly updates on progress against the aims, objectives and milestones of the Project to UoB.
18. Any deviations or changes to the scope relevant to the aims or milestones of the Project or to the approve delivery and financial plan for the Project must be formally agreed by UoB.
19. The public announcement of this Grant, and of any subsequent support provided by UoB will be managed by UoB and the Funder. The Delivery Partners are expected to co-ordinate local announcements in line with the communication strategy approved by UoB and/or the Funder. The Delivery Partners are expected to seek approval of communications from UoB in advance.

20. All outcomes and achievements should be communicated to UoB and the UKRI Press Office (press@ri.org) before publication. The Delivery Partners must inform UoB as soon as a paper or other publication presenting outcomes funded by the Grant is accepted for publication.
21. UoB must be notified at least 5 working days in advance of any publicity arising from work funded by this Grant, and any press releases referencing the Grant must be approved by the UoB Press Office before it is released to the media.
22. Provided that UoB has paid the grant to the Delivery Partners in accordance with this Agreement, the Delivery Partners shall be responsible for all claims, costs, expenses, losses and liabilities howsoever arising in connection with the project and the receipt and use of the Grant. The provisions of this clause 23 shall survive termination of the Agreement, however arising.
23. Nothing in this Project Agreement limits or excludes any Party's liability for:
 - 23.1. death or personal injury resulting from negligence; or
 - 23.2. any fraud or for any sort of other liability which, by law, cannot be limited or excluded.
24. UoB shall have no liability to the Delivery Partners or otherwise under the terms of this Agreement save as set out in Clause 24.
25. Intellectual Property
 - 25.1. Subject to the conditions of the Head Terms, any intellectual property created in the course of the Project ("Resulting IP") shall be owned by the Party that generates it, provided that each Party retains the right to use such intellectual property in the course of the Project.
 - 25.2. Nothing in this Agreement shall affect the ownership of any background intellectual property (being any intellectual property owned or controlled by a Party prior to the commencement of the Project or generated by a Party outside the scope of the Project) ("Background IP").
 - 25.3. The Delivery Partners grant to UoB a perpetual, irrevocable, worldwide royalty-free licence to the Resulting IP for the purposes of non-commercial academic research (including research paid for by grants from third parties and as enabling technology in other research projects), publications and teaching.
26. The Delivery Partners shall procure that in carrying out the Project, it will comply with all applicable laws, regulations and statutes, including those relating to anti-bribery and modern slavery.
27. This Agreement shall be regarded as though it were a complementary agreement to the Head Terms. Nothing contained in this Agreement shall be so construed or interpreted in any way as to diminish or alter the rights of the Funder as set out in the Head Terms which shall take precedence.
28. This Agreement shall be governed and construed in accordance with the laws of England and the Parties agree to the exclusive jurisdiction of the English Courts.
29. A signed copy of this Agreement delivered by e-mailed portable document format file or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.
30. No addition to or variation, consensual cancellation, novation or assignment of this Agreement and no waiver of any right arising from this Agreement or its breach or termination shall be of any force or effect unless reduced to writing and signed by all the Parties or their duly authorised representatives.

31. No latitude, extension of time or other Indulgence which may be given or allowed by a Party to the other Party in respect of the performance of any obligation under this Agreement or enforcement of any right arising from this Agreement; and no single or partial exercise of any right by a Party shall under any circumstances be construed to be an implied consent by such Party or operate as a waiver or a novation of, or otherwise affect any of, that Party's rights in terms of or arising from this Agreement, or stop such Party from enforcing, at any time and without notice, strict and punctual compliance with each and every provision or term of this Agreement.
32. No Party may assign or transfer this Agreement, or any of its rights or obligations under it, without the other party's/ies prior written consent, not to be unreasonably withheld or delayed
33. If the whole or any part of any provision of this Agreement is void or unenforceable in any jurisdiction, the other provisions of this Agreement, and the rest of the void or unenforceable provision, will continue in force in that jurisdiction, and the validity and enforceability of that provision in any other jurisdiction will not be affected.
34. Nothing in this Agreement creates, implies or evidences any partnership or joint venture between the Parties, or the relationship between them of principal and agent. No Party has any authority to make any representation or commitment, or to incur any liability, on behalf of the other/s.
35. The Delivery Partners are responsible for making sure that collaborators and staff employed for the Project are aware of, and adhere to, the responsibilities laid out in this Agreement.
36. UoB reserves the right to withhold or recover the grant in part or in full, if the terms of this Agreement are not adhered to.
 - 36.1. Subject to the remainder of this clause 33 below, the Parties each agree to use reasonable endeavours to keep confidential and not to publish or disclose in any way other than to those of its employees, students, directors, officers, advisors or representatives who have a need to know such information for the purposes of the Project any Background IP of another Party identified as confidential at the time of disclosure or any other information identified as a Party as being confidential (together the "**Confidential Information**") without the consent of the Party owning or controlling such Confidential Information for a period of 5 years from the conclusion of the Project.
 - 36.2. The undertaking in clause 33.1 above shall not apply to information:
 - 36.2.1. which, at the time of disclosure, has already been published or is otherwise in the public domain other than through breach of the terms of this Agreement;
 - 36.2.2. which, after disclosure to a Party, is subsequently published or comes into the public domain by means other than an action or omission on the part of any Party;
 - 36.2.3. which a Party can demonstrate was known to it or subsequently independently developed by it and not acquired as a result of participation in the Project;
 - 36.2.4. lawfully acquired from a third party who did not obtain it from any Party hereto; and
 - 36.2.5. is required to be disclosed to any regulatory authority or court of competent jurisdiction, or which is required to be disclosed pursuant to a request under the Freedom of information Act 2000, the Freedom of Information (Scotland) Act 2002, Environmental Information Regulations 2004 or Environmental Information (Scotland) Regulations 2004 or other freedom of information legislation applicable to the Parties.

37. If any dispute arises out of this Agreement the Parties will first attempt to resolve the matter informally through designated senior representatives of each Party to the dispute, who are not otherwise involved with the Project. If the Parties are not able to resolve the dispute informally within a reasonable time not exceeding two (2) months from the date the informal process is requested by notice in writing they will attempt to settle it by mediation in accordance with the Centre for Effective Dispute Resolution (CEDR) Model Mediation Procedure.
38. The Delivery Partners will adhere to all applicable data protection laws with regards to research participants' data or any other Personal Data collected (as defined below) by the Delivery Partners as part of the research.
39. The Delivery Partners will not share data containing Personal Data with UoB. The Parties acknowledge and agree that as at the last date of signature of this Agreement any research data to be transferred pursuant to this Agreement does not constitute personal data as defined in the Data Protection Act 2018 and General Data Protection Regulation (EU) 2016/679 ("Personal Data").
40. Although not contemplated under this Agreement, if during the term of this Agreement it becomes necessary to transfer any research data which contains any Personal Data, the Parties shall prior to any such transfer enter into a data transfer agreement in such format as shall comply with applicable data protection laws.
41. The Parties each acknowledge and agree that they may need to process Personal Data relating to each Party's representatives (in their respective capacities as data controllers) where relevant in order to:
 - 41.1. administer and perform their respective activities and obligations under this Agreement; and
 - 41.2. process the application, make any consequential award, for the payment, monitoring and review of the Grant, and for general business related to the programme;
 - 41.3. manage this Agreement and resolve any disputes relating to it;
 - 41.4. respond and/or raise general queries relating to this Agreement;
 - 41.5. comply with their respective regulatory obligations;



This offer is valid for ONE month from the date at the top of this letter and should be signed and returned by the due date.

IN WITNESS WHEREOF this Agreement is executed as follows on the last date of signature:

for and on behalf of The University of
Birmingham

Signed: _____

Name: _____

Title: _____

Dated: _____

for and on behalf of [**Lead Delivery Partner**]

Signed: _____

Name: _____

Title: _____

Dated: _____

for and on behalf of [**Delivery Partner**]

Signed: _____

Name: _____

Title: _____

Dated: _____



SCHEDULE 1

Application

SCHEDULE 2

Head Terms

AGC 1 Community network expectations

This grant is awarded on the understanding that the project will undertake a wider networking role with the research and user community outside its membership. This may involve coordination of activities such as meetings, workshops or seminars on behalf of EPSRC-UKRI.

A dedicated website for the network must be set up within six months of the start of the grant and regularly maintained to provide a resource for engagement with the wider community.

This grant is expected to further develop the network including its academic and user (such as policy, business, non-governmental organisation) membership throughout the period of funding in order to maximise its impact on a wide range of disciplines.

As part of the grant networks must identify ambitious 'real-world' challenges, which require a multi-disciplinary approach and form an agenda for future research in the area.

AGC 2 User engagement strategy

You must develop and execute a strategy for engaging with potential users of the research funded in the project. This strategy should be reviewed and updated regularly as part of the formal management and reporting process agreed for this grant.

AGC 3 Equality, diversity and inclusion

In addition to RGC 3.4, You are expected to prepare a full equality diversity and inclusion (EDI) plan for the duration of this grant to demonstrate best practice in EDI throughout the lifetime of this funding award. This must be recorded through the grant reporting process.

AGC 4 EPSRC Project Officer appointment

We will nominate a member of EPSRC staff (the EPSRC Project Officer) who will be your primary point of contact. The project officer will ensure that the project is being run in accordance with the terms and conditions and in line with financial due diligence. The project officer should have access to all documentation of governance and reporting bodies, in so far as it relates to the administration and application of the grant. As funding administrators, all UKRI staff have agreed to maintain the confidentiality required by all parties involved in EPSRC funded research.

AGC 5 Independent advisory board appointment

This grant must establish and run an 'independent advisory board', or equivalent body, to oversee the running of the project and provide advice on the strategic direction and activities of the project. The terms of reference and membership of this group (at least 50% independent membership and an independent Chair) should be agreed with EPSRC.

The EPSRC Project Officer will also be expected to attend and participate in advisory board meetings and other appropriate meetings for the duration of the grant. It is expected the first advisory board meeting will be held within four months of the start date of the project and there will be two meetings a year with contact outside of the meeting when appropriate.

AGC 6 Flexible funds

Notwithstanding standard grant condition RGC 4.4 the sum awarded under the heading of 'Flexible Funds' can include both directly incurred and directly allocated expenditure. These



funds must be reported on the final expenditure statement (FES) as awarded on the Offer Letter and a breakdown of the expenditure must be submitted along with the FES. If a breakdown of this expenditure is not received the FES will be returned. Standard grant conditions apply to all other funds awarded on this grant.

AGC 7 Publicity and branding

In addition to RGC 12.4 'Publication and acknowledgement of support', you must make reference to EPSRC and UKRI funding and include the UKRI logo and relevant branding on all online or printed materials (including press releases, posters, exhibition materials and other publications) related to activities funded by this grant.

AGC 8 Progress reports

In addition to the requirements set out in RGC 7.4.3, you are responsible for providing annual progress reports against non-financial performance metrics. A detailed list of performance metrics and instructions for reporting will be agreed with the grant holder and advisory board upon commencement of the grant.

GAC1: Notwithstanding RGC 5.2 Starting Procedures, the start of this grant may be delayed by up to 6 months from the start date shown in the offer letter, the duration of the grant remaining unchanged.

CALL CONDITIONS RESEARCH COUNCIL CONDITIONS

UK RESEARCH AND INNOVATION fEC GRANTS STANDARD TERMS AND CONDITIONS OF GRANT

Introduction

UK Research and Innovation fEC Grants Standard Terms and Conditions of Grant
The Standard Terms and Conditions of Grant apply to Research Grants and Fellowships, costed and funded on a Full Economic Costs basis (fEC) and calculated according to the Transparent Approach to Costing (TRAC) or an equivalent methodology, awarded by the following seven UK Research and Innovation (UKRI) Councils:

Arts and Humanities Research Council (AHRC)
Biotechnology and Biological Sciences Research Council (BBSRC)
Economic and Social Research Council (ESRC)
Engineering and Physical Sciences Research Council (EPSRC)
Medical Research Council (MRC)
Natural Environment Research Council (NERC)
Science and Technology Facilities Council (STFC)

Application of Standard Terms and Conditions of Grant

In these Standard Terms and Conditions of Grant, the words "We", "Our" or "Us" refer to the relevant Council of UKRI awarding the Grant and "You" or "Your" refer to the Research Organisation in receipt of the Grant. Other key terms used in these Standard Terms and Conditions of Grant are set out in the Definitions attached at Annex A.

These Standard Terms and Conditions of Grant, together with any applicable Specific Terms and Conditions of Grant required by an individual Council of UKRI comprise the Grant Terms and Conditions on which UKRI awards the Grant to the Research Organisation. Specific Terms and Conditions of Grant will be set out in the Grant Offer Letter.

These Grant Terms and Conditions should be read in conjunction with the sources outlined in Annex B, in the event of any conflict the terms of these Conditions should prevail.



Use of Grant Proposal Information

UK Research and Innovation (UKRI) handles all personal data in accordance with current UK data protection legislation and the EU General Data Protection Regulation (GDPR) where appropriate.

It is the responsibility of the Research Organisation to ensure that both students it funds from UKRI funding and individuals who receive grant funding, or who are later involved in the award, are made aware of how personal data may be used by both UKRI and the Research Organisation. This includes information relating to groups such as students, supervisors, project partners, investigators, named researchers and support staff.

To meet UKRI's obligations for public accountability and the dissemination of information, contents of funded research proposals will also be made available on the Councils' websites and other publicly available sources. As a condition of funding, UKRI may use the data to publish information on awards made. We may also share information with third parties to support, for example, open access publication and reporting outcomes via Researchfish. This includes data submitted through Je-S Student Details (SD). UKRI is also subject to the UK Freedom of Information Act (2000) and the Environmental Information Regulations (2004) and may be required to release grant information on request, subject to appropriate exemptions.

Further information is provided by the UKRI Use of grant proposal information addendum (www.ukri.org/apply-for-funding/before-you-apply/your-responsibilities-if-you-get-funding/meeting-ukri-terms-and-conditions-for-funding/) and via the UKRI Privacy Notice (www.ukri.org/about-us/privacy-notice/).

Standard Terms and Conditions of Grant RGC 1 Variation to Terms and Conditions

UKRI reserves the right to amend and vary these Standard Terms and Conditions of Grant and any Specific Terms and Conditions of Grant or applicable policies at any time. The latest version of the Standard Terms and Conditions of Grant apply to all Grants with immediate effect and supersede any previous Standard Terms and Conditions under which a Grant was awarded unless otherwise stated. However, any Specific Terms and Conditions of Grant will still apply. Additional costs incurred as a direct result of changes made to Our Terms and Conditions should be managed within the Grant cash limit. Where the cash limit is exceeded solely due to costs incurred as a result of changes made to Our Terms and Conditions, a case can be made to Us for additional funds on an exceptional basis. The latest version of the Standard Terms and Conditions of Grant are available on the UKRI website at: www.ukri.org/apply-for-funding/before-you-apply/your-responsibilities-if-you-get-funding/meeting-ukri-terms-and-conditions-for-funding/

RGC 2 Accountability & Responsibilities of the Research Organisation

RGC 2.1 You are responsible for ensuring that the Project carried out by You, the Grant Holder and any Research Workers or other Third Parties, comply with these Standard Terms and Conditions of Grant and any Specific Terms and Conditions of Grant.

RGC 2.2 You must ensure that the Project is carried out in accordance with all applicable ethical, legal and regulatory requirements including but not limited to relevant provisions of the General Data Protection Regulation, the Data Protection Act 2018, the Bribery Act 2010, the Fraud Act 2006, the Equality Act 2010 and the Modern Slavery Act 2015.

RGC 2.2.2 You must ensure that the project and any acquisitions made by You are compliant with the National Security and Investment (NSI) Act 2021. Any asset or entities within the scope of the Act, obtained by the Grant funding awarded to You, completed on or after 12 November 2020, including when collaborating with third parties to acquire, sell or

develop qualifying entities or assets, must comply with these rules. You may be required to notify the government about an acquisition before you can complete it.

RGC 2.2.3 We will immediately suspend the Grant and may require You to repay Grant funding if You are found to be in breach of the National Security and Investment (NSI) Act 2021.

RGC 2.3.1 Unless RGC 2.3.5 applies, You must ensure at all times that the Grant funding awarded to You is compliant with any legislation applicable in the United Kingdom on or after 1 January 2021 that regulates the granting by a public sector body of any advantage which threatens to or actually distorts competition in the United Kingdom and/or any other country or countries ("UK Subsidy Control Framework").

RGC 2.3.2 You must inform Us of any other public funding applied for or awarded against the eligible costs covered by this Grant.

RGC 2.3.3 We will immediately suspend the Grant and may require You to repay Grant funding if You are found to have received aid that is deemed to be in breach of the UK Subsidy Control Framework.

RGC 2.3.4 No subcontract or other agreement with a Third Party can be made which would constitute a breach of the UK Subsidy

Control Framework.

RGC 2.3.5 The EU State Aid regulations will apply to the Grant funding where You have returned the Grant Offer Acceptance document before 1 January 2021 or where the Grant funding will affect trade between Northern Ireland and the EU as envisaged by Article 10 of the Protocol on Ireland/Northern Ireland in the EU Withdrawal Agreement. In such cases, RGC 2.3.6 to RGC 2.3.11 below will apply instead of RGC 2.3.1 to RGC 2.3.4.

RGC 2.3.6 Where You have been informed that Your use of the Grant counts as either De Minimis or has been awarded through the UKRI Research, Development and Innovation Scheme operating under Commission Regulation (EU) No 651/2014 (the General Block Exemption Regulation (GBER)) and subsequent amendment, You must ensure at all times that You are compliant with the State Aid regulations under which the Grant has been awarded.

RGC 2.3.7 You must inform Us of any other public funding applied for or awarded against the eligible costs covered by this Grant. It is Your responsibility to ensure that the cumulative total of public funding and aid intensity You are receiving for the Project does not exceed those limits stated under De Minimis or GBER. You must ensure that You comply with State Aid rules, which are those rules contained in Articles 107 to 109 of Section 2, Title VII, of the Common Rules on Competition, Taxation and Approximation of Laws, Consolidated versions of the Treaty on European Union and the Treaty on the Functioning of the European Union (2008/C 115/01).

RGC 2.3.8 We will immediately suspend the Grant if You become subject to a recovery order that follows on from a previous European Commission decision, which declares any aid You have received as illegal and incompatible with the internal market.

RGC 2.3.9 Where You are required by an order of the European Commission to repay any Grant to Us that is found to be unlawful State Aid, interest will be charged on the amount being reclaimed from the date of payment at the applicable legislated rate.

RGC 2.3.10 No subcontract or other agreement with a Third Party can be made which would constitute a breach of Your obligations under the EU State Aid regulations.

RGC 2.3.11 You acknowledge that We may be required to provide the European Commission with information about the financial assistance given to You by Us and You agree to provide such assistance as We shall reasonably request.

RGC 2.4 You are accountable for the conduct of the Project including the conduct of the research, the use of public funds and the proper financial management of the Grant in accordance with these Standard Terms and Conditions of Grant and any Specific Terms and Conditions of Grant, whether the Project is carried out by You or the Grant Holder, Research Workers or other Third Party.

RGC 2.5 You must ensure that the Grant is spent in a way that is consistent with the purpose and conditions set out in the Offer Letter.

RGC 2.6.1 You must carry out appropriate due diligence on any Third Parties used to deliver any part of the Project and shall ensure in particular, that such Third Parties comply with these Standard Terms and Conditions of Grant and any Specific Terms and Conditions of Grant. At UKRI's request, You must provide details of expenditure of the Grant by any Third Party. The following Due Diligence guidance and questionnaire should be followed, regardless of whether any Third Parties used to deliver all, or part, of the Project are based in the United Kingdom or overseas: www.ukri.org/about-us/policies-standards-and-data/good-research-resource-hub/equitable-partnerships/.

RGC 2.6.2 You must undertake appropriate due diligence on Your collaborative partner(s) before any collaboration between parties begins, including where changes occur after the Grant Start Date to individuals or organisations involved in the Project or, where any material change occurs in the nature of the collaboration or external factors which might alter the level of risk to the research and its potential usages. Where due diligence checks identify a potential risk, You must ensure that appropriate mitigations are in place to manage that risk before any Grant activity and/or collaboration affected by the risk begins/is continued. Due Diligence must be undertaken in line with UKRI's Principles on Trusted Research and Innovation: <https://www.ukri.org/about-us/policies-standards-and-data/good-research-resource-hub/trusted-research-and-innovation/>.

RGC 2.7 You must ensure that any part of the Full Economic Cost not funded by the Grant is committed to the Project before it starts.

RGC 2.8 You must have adequate business continuity plans in place to ensure minimum operational interruptions to the Project.

RGC 2.9 In order to foster a research culture which values, recognises and supports public engagement, You must adopt the principles, standards and good practice for public engagement with research set out in the 2010 Concordat for Engaging the Public with Research: www.ukri.org/about-us/policies-standards-and-data/good-research-resource-hub/public-engagement/.

RGC 2.10 You must notify UKRI of any changes to Your constitution, legal form, membership structure (if applicable) or ownership, including those that might affect Your eligibility to hold the Grant, or to deliver the Project or any other changes which affect Your ability to comply with the Grant Terms and Conditions.

RGC 2.11 You must ensure that the requirements of the Employing Organisation under the UK Policy Framework for Health and Social Care Research (or equivalent) are met for research involving National Health Service (or equivalent) patients, their organs,

tissues or data, and that the necessary arrangements are in place with partner organisations. Where You also accept the responsibilities of a Sponsor (as defined in the Policy Framework), You must also ensure that the requirements for Sponsors are met.

RGC 2.12 Peer review is an integral part of the application process and ensures research of the highest calibre is funded. Investigators and named Researchers on this Grant are expected to make all reasonable efforts to undertake the peer review of proposals for UKRI when invited to do so, unless there is a conflict of interest or the proposal is outside of their area of expertise.

RGC 2.13 By accepting this Grant You are confirming that the Grant Holder has not already received competitively obtained research or support funding from any source, for the same research Project that this Grant has been awarded by Us to support. We reserve the right to terminate the Grant should We find that the Grant Holder has been or is in receipt of the aforementioned duplicate funding, either before or during the Grant Period.

RGC 3 Research Governance

RGC 3.1 Research Ethics, Misconduct and Conflicts of Interest

RGC 3.1.1 You are responsible for ensuring that ethical issues relating to the Project are identified and brought to the attention of the relevant approval or regulatory body. Before any such work requiring approval begins, approval must have been granted by the relevant body.

RGC 3.1.2 You must follow Our Policy on the Governance of Good Research Practice at: www.ukri.org/publications/ukri-policy-on-the-governance-of-good-research-practice/ and ensure that the requirements set out in the 2019 Concordat to Support Research Integrity, including any subsequent amendments, are met. You are responsible for ensuring all necessary permissions are obtained before the Project begins, that there is clarity in roles and responsibility among Grant Holders, Research Workers, and Third Parties, as well as investigating and reporting unacceptable research conduct. Any potential conflicts of interest in research identified at the point of application must be declared to Us and subsequently managed.

RGC 3.2 Use of Animals in Research

You must comply with the provisions of the Animals (Scientific Procedures) Act 1986, and any amendments, where applicable and ensure that all necessary licences are in place before any work requiring approval takes place. You should also follow the guidance set out in "Responsibility in the use of animals in bioscience research":

<https://www.nc3rs.org.uk/responsibility-use-animals-bioscience-research>

RGC 3.3 Health and Safety

You are responsible for ensuring a safe working environment for all individuals associated with the Project, both on and off-site, and for meeting all regulatory and legislative health and safety requirements. We reserve the right to require You to undertake a safety risk assessment in individual cases where health and safety may be an issue, and to monitor and audit the actual arrangements made. In the event of a serious incident (e.g. death) we require that you inform us for risk purposes.

RGC 3.4 Equality, Diversity and Inclusion

You are expected to ensure that equality, diversity and inclusion is considered and supported at all stages throughout the performance of the Project, in alignment with Our policies and principles at: www.ukri.org/about-us/policies-standards-and-data/good-research-resource-hub/equality-diversity-and-inclusion/ for equality, diversity and inclusion. Your approach to supporting equality, diversity and inclusion is expected to exceed all relevant legal obligations, including but not limited those of the Equality Act 2010.

RGC 3.5 Safeguarding

All relevant safeguarding legislation must be adhered to, We particularly draw your attention to child protection legislation and the Modern Slavery Act 2015. You must have sufficient policies and/or processes in place in order to foster Safeguarding.

RGC 3.6 Bullying and Harassment

You must have clear, well-publicised policies, processes and training in place consistent with good practice as recommended by the Advisory, Conciliation and Arbitration Service's (ACAS) 'Bullying and Harassment in the Workplace: A Guide for Managers and Employers' or equivalent framework. We expect you to take an organisation-wide approach to prevention, including appropriate leadership and management training and dedicated support on bullying and harassment. Where relevant you should take into account guidance and advice set out by: 1752 Group, on addressing staff sexual misconduct the Office for Students, on handling harassment and sexual misconduct in higher education the Office of the Independent Adjudicator for Students in Higher Education, on handling student complaints and academic appeals, UKRI's Preventing Harm (Safeguarding) in Research and Innovation policy, <https://www.ukri.org/about-us/policies-standards-and-data/good-research-resource-hub/preventing-harm-in-research/> sets out how we expect to be informed about incidences of bullying and harassment relating to UKRI funded activity and the actions we may take where we identify that institutions do not have robust processes in place.

RGC 3.7 Whistleblowing

You must have clear, well-publicised policies and processes in place consistent with good practice recommended by the National Audit Office Assessment Criteria for Whistleblowing policies.

RGC 4 Use of Grant

RGC 4.1 We reserve the right to vary the value of the Grant during its lifetime in accordance with the GDP Deflators published by HM Government or to take into account any other Government decisions affecting the funding available to UKRI.

RGC 4.2 With the exception of RGC 4.3, Directly Incurred and Exceptions funds must not be used to meet the costs of an activity that will fall outside the Grant Period.

RGC 4.3 Expenditure may be incurred and subsequently charged to the Grant from either the start date of the Grant or the date that the Offer Letter was issued on, whichever is earlier.

RGC 4.4 Transfers of funds between fund headings are permitted only within and between Directly Incurred and Exceptions costs, excluding equipment, at the rate applicable for the heading as set out in the award letter. Funds may only be transferred into studentship stipend or fees to supplement an existing studentship post on the Grant. You must not transfer funds to create new posts without prior approval from UKRI. Directly Incurred and Exceptions funds must not be used to meet costs on any other Grant or activity.

Funds can only be transferred and used to meet the cost of activity or activities that meet the agreed aims and objectives of the project. While approval does not need to be sought from Us for transfer of funds (excluding the creation of new posts), We reserve the right to query any expenditure outlined in the Final Expenditure Statement which has not been incurred in line with the Standard Terms and Conditions of Grant and any Specific Terms and Conditions of Grant.

RGC 4.5 Costs associated to Students must not be charged to the Grant. These costs must be met by other resources held by You, which can include UKRI Training Grants if the student holds a UKRI studentship. Students are able to undertake paid work within the institution as casual assistance, this should be evidenced with a clear audit trail and should not form part of the formal studentship training.

RGC 5 Starting Procedures

RGC 5.1 You must formally accept the Grant by completing and returning the Offer Acceptance within 10 working days of the issue of the Offer Letter.

RGC 5.2 You must submit the Start Confirmation within 42 (calendar) days of the Project starting. The date entered on the Start Confirmation will be the Official Start Date of the Grant. The Official Start Date may be delayed by up to 3 months from the start date shown in the Offer Letter, but the duration of the Grant will remain unchanged. The Grant may lapse if the Project is not started within 3 months of the start date in the Offer Letter. The start of the Grant may precede the start date shown in the Offer Letter, but must not be earlier than the issue date of the Offer Letter itself.

RGC 6 Extensions

RGC 6.1 The duration of the Grant ("Grant Period") may be extended after the Official Start Date by up to 12 months without additional funding subject to Our prior written approval. For further information, see the UKRI fEC Grant Guidance document.

RGC 6.2 For Fellowship Grants, the Grant Period may also be extended to cover familial leave, extended jury service or paid sick leave after the Official Start Date for a period in line with the Terms and Conditions of the Fellow's employment. For further information, see the UKRI fEC Grant Guidance document.

RGC 7 Monitoring

RGC 7.1 Changes to Project

You must inform and consult Us if there are any significant changes to the Project that may affect its progress, delivery, or that may potentially breach any applicable UK Subsidy Control Framework or State Aid regulation. No substantive changes to the experimental design of a Project involving the use of animals or human participation, which might affect the ethical characteristics of the award, are permitted without the prior approval of UKRI. If You propose to make significant changes to the Project, UKRI may require revised proposals for its approval and reserves the right to make a new Grant in place of the existing Grant, or to revise, retain or terminate the existing Grant.

RGC 7.2 Transfer of a Grant to another Research Organisation

RGC 7.2.1 The Grant may be transferred to another eligible organisation, providing that it can provide a suitable environment to enable the project to be successfully completed; this will be subject to prior written approval of UKRI. Written agreement to this is required from both the relinquishing and receiving organisations.

RGC 7.2.2 Grant funding will not be revised following transfer. The receiving organisation must confirm that it will provide any additional resources needed to complete the project by returning an Offer Acceptance.

RGC 7.3 Change of Grant Holder

RGC 7.3.1 For Research Grants, You must submit any proposed changes of Grant Holder to UKRI for approval via the Grant

Maintenance facility in Je-S.

RGC 7.3.2 For Fellowship Grants, changes to the Grant Holder are not permitted. In the event of the research fellow's resignation or other termination of their employment, the Grant will terminate automatically.

RGC 7.4 Research Monitoring and Evaluation

RGC 7.4.1 You must use Our nominated online system to submit information for monitoring and evaluation purposes on the outputs and outcomes and impacts of the Project during and for some years after the expiry of the Grant Period. Further information on reporting requirements can be found on the UKRI website: www.ukri.org/apply-for-funding/manage-your-funding-award/report-your-research-outcomes/. Failure to comply with the reporting requirements will result in suspension of Grant payments and no further proposals will be considered by UKRI where the Grant Holder is named as the Principal or Co-Investigator.

RGC 7.4.2 Exceptionally We may require a separate End of Award Report on the conduct and outcome of the Project. If required You must submit the report within 3 months of the

end of the Grant Period. No further application from a Grant Holder will be considered while an End of Award Report is overdue.

RGC 7.4.3 We reserve the right to call for periodic updates on the Project's progress or to visit the Project team, or request participation in evaluation studies. The Grant Holder must make all reasonable efforts, if so invited, to respond to requests for information or to attend events or activities organised by UKRI concerning the research undertaken, including requests or events after the end of the Grant Period.

RGC 7.5 Disclosure and Inspection

RGC 7.5.1 We shall be entitled to inspect any financial or other records and procedures associated with the Grant as are reasonably required to verify the regularity and propriety of Grant expenditure, or to appoint any other body or individual for the purpose of such inspection. This includes expenditure by Third Parties. We shall use reasonable endeavours to ensure that any confidential information disclosed shall be treated with the same care and discretion to avoid disclosure as We use with Our own similar information. We may disclose Confidential Information to the minimum extent required by any law or regulation (provided, in the case of a disclosure required under the Freedom of Information Act 2000 or Environmental Information Regulations 2004, none of the exceptions within such Act or Regulations applies to the information disclosed), any governmental or other regulatory authority, or a court or other authority of competent jurisdiction.

RGC 7.5.2 If We request it, You must provide a statement of account for the Grant, independently examined by an auditor who is a member of a recognised professional body, certifying that the expenditure has been incurred in accordance with the Grant Terms and Conditions.

RGC 7.5.3 You must report to us any investigations into research misconduct associated with the Grant within one month of deciding to undertake a formal investigation, and subsequently notify Us of the findings and any actions taken as described in the Policy on the Governance of Good Research Practice: www.ukri.org/publications/ukri-policy-on-the-governance-of-good-research-practice/. Upon request You must provide information on Your management of research integrity and ethics as described in the above policy. In addition, You must provide details of any allegations, proven or not, of cases of fraud or attempted fraud and any other complaint or investigation into dishonesty, fraudulent activities or business misconduct, by any regulatory body or the police into Your activities or those of Your staff as soon as this becomes known to You. It is a requirement that any instances of Fraud or attempted Fraud relating to funding received by You from Us, should be reported to FundingAssurance@ukri.org

RGC 7.5.4 We will undertake periodic reviews of Research Organisations within the Funding Assurance Programme to seek assurance that Grants are managed in accordance with the Terms and Conditions under which they are awarded.

RGC 8 Staff

RGC 8.1 Employment

You are wholly responsible for staff funded from the Grant, including Research Fellows, and accept all duties owed to and responsibilities for these staff, including, without limitation, their terms and conditions of employment, and their training and supervision, arising from the employer/employee relationship. Research Fellows must be appointed as an employee for the full duration of their award.

RGC 8.2 Career Development

You are expected to adopt the principles, standards and good practice for the management of research staff set out in the 2019 Concordat to Support the Career Development of Researchers, including any subsequent amendments.

RGC 8.3 Maternity, Paternity, Adoption and Parental Leave

RGC 8.3.1 At the end of the Grant Period We will reimburse costs incurred by You to cover any additional net parental leave costs that cannot be met within the announced grant cash limit including Statutory Maternity, Paternity and Adoption Pay for staff, within

the Directly Incurred and Exceptions fund headings. This will be payable only for the percentage of time that the staff are contracted on the Grant.

RGC 8.3.2 Within the announced grant cash limit, the Grant may be used to meet the costs of making a substitute appointment and/or extending the Grant to cover a period of parental leave for staff within the Directly Incurred and Exceptions fund headings (as outlined above). Directly Allocated and Indirect funds will not be increased as a result of such extensions.

RGC 8.3.3 You will be responsible for any liability for parental leave pay for staff supported by the Grant outside the original Grant Period.

RGC 8.3.4 Fellows are entitled to take parental leave in accordance with the terms and conditions of their employment. We will consider requests for a Fellowship Grant to be placed in abeyance during the absence of the Research Fellow for parental leave, and the period of the Fellowship extended by the period of leave. We will also consider requests to continue the Fellowship on a flexible or part-time basis to allow the Research Fellow to meet caring responsibilities.

RGC 8.4 Sick Leave

RGC 8.4.1 At the end of the Grant Period, We will reimburse You for any additional net sick leave costs that cannot be met within the announced Grant cash limit for staff within the Directly Incurred and Exceptions fund headings, except where You have already recovered these costs by claiming Statutory Sick Pay from HMRC. This will be payable only for the percentage of time that the staff are contracted on the Grant.

RGC 8.4.2 Within the announced grant cash limit, the Grant may be used to meet the costs of making a substitute appointment and/or extending the Grant to cover a period of sick leave for staff within the Directly Incurred and Exceptions fund headings (as outlined RGC 8.4.1). Directly Allocated and Indirect funds will not be increased as a result of such extensions.

RGC 8.4.3 You will be responsible for any liability for sick leave pay for staff supported by the Grant outside the original Grant Period.

RGC 8.4.4 Where there is a continuous period of sick leave in excess of 3 months, You may request approval for a substitute appointment to safeguard progress on the Project. Where a Research Assistant has been on sick leave in excess of 3 months, You must comply with all obligations to consider reasonable adjustments before making a substitute appointment.

Where a Research Assistant has been on sick leave for an aggregate (not necessarily continuous) period in excess of 3 months, where this is due to a single condition or a series of related conditions, You may request an extension to the duration of the project.

RGC 8.4.5 Fellowship Grants: Fellows are entitled to take sick leave in accordance with the Research Organisation's terms and conditions. If requested, consideration will be given to allowing a fellowship grant to be placed in abeyance during the absence of the Research Fellow due to sick leave, and the period of the fellowship extended by the period of sick leave. The additional salary costs for the fellow (pro rata to their percentage FTE on the fellowship) should be claimed, as necessary, at the end of the extended period.

RGC 9 Equipment

RGC 9.1 Procurement of Equipment

The procurement of equipment, consumables and services, including maintenance, must comply with all relevant national and EU legislation and consideration must be given to the energy and waste implications of all procurements. For contracts over £25,000, excluding VAT, professionally qualified procurement staff must be consulted before the procurement process begins. Any proposal to purchase equipment in the last 6 months of the Grant must be pre-approved by UKRI.

RGC 9.2 Ownership of Equipment

You must inform us if the need for the equipment diminishes substantially or it is not used for the purpose for which it was funded during the Grant Period. We reserve the right to determine the disposal of such equipment and to claim the proceeds of any sale. Any

proposal to transfer ownership of the equipment during the period of the Grant requires the prior approval by UKRI.

RGC 9.3 Equipment Data

All new equipment purchased over £138,000 (£115,000 ex VAT) must be registered on the "Equipment data" national database.

RGC 10 Financial Reporting

RGC 10.1 You are accountable for funds dispersed and are responsible for the timely and accurate submission of all expenditure reports required under the Terms and Conditions of Grant, including the submission of an expenditure statement within 3 months of the end of the Grant Period. We are entitled to require You to provide supplementary information in support of an interim or final expenditure statement. Once an expenditure statement has been received and the expenditure incurred has been reconciled against payments made, it will be considered as final. Any unspent funds will be recovered.

RGC 10.2 You must retain all accounting information relating to the Grant for the current financial year plus the subsequent six years after the submission date of the final expenditure statement.

RGC 10.3 If We send an Annual Statement to return showing payments made by UKRI during the previous financial year for all the Grants You hold, You must complete and return the statement by the specified deadline.

RGC 11 Sanctions

RGC 11.1 We reserve the right to impose financial sanctions and/or additional measures if You do not comply with Your obligations as set out in these Standard Terms and Conditions of Grant and any Specific Terms and Conditions of Grant.

RGC 11.2 If the End of Award Report (if required) or the Financial Expenditure Statement is not received within 3 months of the end of the Grant Period, UKRI will recover 20% of expenditure incurred on the Grant. All payments will be recovered if the report or statement is not received within 6 months of the end of the Grant. You may appeal against a sanction, but must do so within 60 days of the pay run in which the sanction was imposed.

RGC 11.3 Where an Organisation is deemed to be non-compliant in the application of TRAC, a minimum sanction of 75% of the non-compliant rate may be applied, where an Organisation is applying rates which are materially inaccurate (>10% variance on any single rate). These sanctions would only apply to future applications, until a time that UKRI Funding Assurance are satisfied that remedial measures are implemented.

RGC 12 Exploitation, Impact and Acknowledgement

RGC 12.1 Unless otherwise agreed, all intellectual property shall belong to the party that generates them. Where the Grant is associated with more than one Research Organisation and/or other project partners, the basis of collaboration between the organisations including ownership of intellectual property and rights to exploitation, must be set out in a formal collaboration agreement in a way that is proportionate to and appropriately reflects the exact nature of the collaboration.

RGC 12.2 You are responsible for ensuring that all parties engaged in the research make every reasonable effort to ensure that the intellectual assets obtained in the course of the research, whether protected by intellectual property rights or not, are used to the benefit of society and the economy.

RGC 12.3 In individual cases, We reserve the right to retain ownership of intellectual assets, including intellectual property (or assign it to a third party under an exploitation agreement) and to arrange for it to be exploited for the national benefit and that of the Research Organisation involved.

RGC 12.4 The Grant Holder shall, subject to the procedures laid down by the Research Organisation, publish the results of the research funded by the Grant in accordance with normal academic practice and Our policy on Open Access: <https://www.ukri>.



org/manage-your-award/publishing-your-research-findings/making-your-research-publications-open-access/ Publications and other forms of media communication, including media appearances, press releases and conferences, must acknowledge the support received from Us, quoting the Grant reference number if appropriate. Please see details on how to acknowledge funding at <https://www.ukri.org/manage-your-award/publishing-your-research-findings/acknowledging-your-funding/#contents-list>.

RGC 13 Disclaimer

RGC 13.1 UK Research and Innovation accepts no liability, financial or otherwise, for expenditure or liability arising from the research funded by the Grant except as set out in these Terms and Conditions, or otherwise agreed in writing.

RGC 13.2 UKRI reserves the right to amend the payment profile at its discretion. You will be advised, in advance, of any such change. Changes to payment profiles may affect the overall value of the Grant.

RGC 13.3 UKRI reserves the right to terminate the Grant at any time, subject to reasonable notice and to make any payment that We agree may be necessary to cover outstanding and unavoidable commitments. If a Grant is terminated or reduced in value, no liability for payment, redundancy or any other compensatory payment for the dismissal of staff funded by the Grant will be accepted, but, subject to the provisions of RGC 10 Financial Reporting, negotiations will be held with regard to other contractual commitments and concerning the disposal of assets acquired under the research grant.

RGC 13.4 Where studies are carried out in an NHS Trust or equivalent, the Trust or equivalent has a duty of care to its patients. UK Research and Innovation does not accept liability for any failure in the Trust's duty of care, or any negligence on the part of its employees.

RGC 14 Status

RGC 14.1 The Terms and Conditions of Grant which include these Standard Terms and Conditions of Grant and the Specific Terms and Conditions of Grant will be governed by the laws of England and Wales and all matters relating to the Terms and Conditions will be subject to the exclusive jurisdiction of the courts of England and Wales.

RGC 14.2 If any provision of these Terms and Conditions is found by a court or other legitimate body to be illegal, invalid or unreasonable, it will not affect the remaining Terms and Conditions which will continue in force.

RGC 14.3 The Terms and Conditions of Grant contain the whole agreement between UKRI and the Research Organisation in relation to the Grant and neither party intends that any of these Terms and Conditions should be enforceable by any third party.

Annex A

Definitions

Co-Investigator: A person who assists the Grant Holder in the management and leadership of the Project.

Council: Any of the bodies listed under the Introduction.

Directly Allocated Costs: Costs of resources used by the Project that are shared by other activities. They are charged on the basis of estimates rather than actual costs and do not represent actual costs on a project by project basis.

Directly Incurred Costs: Costs that are explicitly identifiable as arising from the conduct of the Project which are charged as the cash value actually spent and are supported by an audit record.

End of Award Report: A report which the Grant Holder must provide at the end of the Grant Period, detailing the outputs, outcomes and impacts of the project to date.

Exceptions: Directly Incurred Costs that Councils fund at 100% of fEC subject to actual expenditure incurred, or items that are outside fEC.

Fellowship Grant: An award made through a fellowship competition providing a contribution to the support of a named individual. It covers the cost of the time dedicated by the fellow to their personal research programme, and may or may not include research support costs.

Full Economic Costs (fEC): A cost which, if recovered across an organisation's full programme, would recover the total cost (direct, indirect and total overhead) including an adequate recurring investment in the organisation's infrastructure.

Funding Assurance Programme: A programme of visits and office based tests by UKRI to seek assurance that grant funds are used for the purpose for which they are given and that grants are managed in accordance with the terms and conditions under which they are awarded. Grant Support for a proportion of the full economic costs of the Project. A Grant may be either a Research Grant or a Fellowship.

Grant Holder: The person to whom the Grant is assigned and who has responsibility for the intellectual leadership of the Project and for the overall management of the research funded by the Grant. The Grant Holder is either the Principal Investigator (in the case of a Research Grant) or a Research Fellow (in the case of a Fellowship Grant).

Grant Period: The duration of time between the Project start and end date.

Grant Terms and Conditions: The Standard Terms and Conditions of Grant together with the Specific Terms and Conditions of Grant that together comprise the basis on which the Grant is awarded to the Research Organisation.

Indirect Costs: Non-specific costs charged across all projects based on estimates that are not otherwise included as Directly Allocated Costs. They include the costs of the Research Organisation's administration such as personnel, finance, IT, legal, general laboratory, office consumables, library and some departmental services.

Je-S: Joint Electronic Submissions system used for the submission of Grant related information.

Offer Acceptance: A document to be completed and returned by the Research Organisation either accepting or declining the Grant.

Grant Offer Letter / Offer Letter: An official document setting out specific details of the Grant, including the Project start and end date, Grant value and any Specific Terms and Conditions of the Grant as required by the relevant Council.

Official Start Date: The official start date of the Grant, as set out in the Start Confirmation.

Project: The project funded by the Grant as set out in the Offer Letter.

Research Grant: A contribution to the costs of the research Project which has been assessed as eligible for funding through the procedures established by the relevant Council.

Research Organisation (RO)/Grant Awardee: The organisation to which the Grant is awarded and which takes responsibility for the management of the Project and accountability for funds provided.

Research Worker: Any person or third party working in any capacity on the Project.

Specific Terms and Conditions of Grant/Specific Conditions: The specific conditions of grant required in addition to the Standard Terms and Conditions on a Grant by an individual Council of UKRI.

Standard Conditions of Grant/Standard Conditions: The Standard Terms and Conditions of Grant published on UKRI's website at: www.ukri.org/apply-for-funding/before-you-apply/your-responsibilities-if-you-get-funding/meeting-ukri-terms-and-conditions-for-funding/

Start Confirmation: A document to be completed and returned to UKRI by the Research Organisation, confirming the Official Start Date on which the Project commences.

Studentship: The term used for the funding award made by a Research Organisation to a student for the purpose of undertaking postgraduate training leading to the award of a postgraduate degree.

Third Party: Any person/organisation to which the award holding RO passes on any of the Grant funds awarded by the Council.

Transparent Approach to Costing (TRAC): An agreed methodology used by universities and other higher education bodies for calculating full economic costs.

Annex B

Information Sources

These Grant Terms and Conditions should be read in conjunction with the following sources. In the event of any conflict the terms of these Conditions should prevail:

- 1) Use of Grant Proposal & Training Grant information addendum: www.ukri.org/apply-for-funding/before-you-apply/your-responsibilities-if-you-get-funding/meeting-ukri-terms-and-conditions-for-funding/
- 2) UKRI Privacy Notice: www.ukri.org/about-us/privacy-notice/
- 3) UKRI Grant Terms and Conditions web page: www.ukri.org/apply-for-funding/before-you-apply/your-responsibilities-if-you-get-funding/meeting-ukri-terms-and-conditions-for-funding/
- 4) UK Subsidy Control Framework: See UK Government guidance 'Complying with the UK's international obligations on subsidy control: guidance for public authorities'
- 5) State Aid: Articles 107 to 109 of Section 2, Title VII, of the Common Rules on Competition, Taxation and Approximation of Laws, Consolidated versions of the Treaty on European Union and the Treaty on the Functioning of the European Union (2008/C115/01)
- 6) Article 10, Protocol on Ireland/Northern Ireland, EU Withdrawal Agreement
- 7) De Minimis Aid: Commission Regulation (EU) No 1407/2013
- 8) General Block Exemption Regulation: Commission Regulation EU No. 651/2014
- 9) UKRI Due Diligence Guidance and Questionnaire: www.ukri.org/about-us/policies-standards-and-data/good-research-resource-hub/equitable-partnerships/
- 10) UKRI Trusted Research and Innovation Principles: <https://www.ukri.org/about-us/policies-standards-and-data/good-research-resource-hub/trusted-research-and-innovation/>
- 11) Concordat for Engaging the Public with Research: www.ukri.org/about-us/policies-standards-and-data/good-research-resource-hub/public-engagement/
- 12) UK Policy Framework for Health and Social Care Research
- 13) Policy and Guidelines on Governance of Good Research Conduct: www.ukri.org/publications/ukri-policy-on-the-governance-of-good-research-practice/
- 14) Concordat to Support Research Integrity (2019)
- 15) Animals (Scientific Procedures) Act 1986
- 16) Responsibility in the use of animals in bioscience research guidance: <https://www.nc3rs.org.uk/responsibility-use-animals-bioscience-research>
- 17) UKRI Policies and Principles for Equality, Diversity and Inclusion: www.ukri.org/about-us/policies-standards-and-data/good-research-resource-hub/equality-diversity-and-inclusion/
- 18) Equality Act 2010
- 19) Modern Slavery Act 2015
- 20) Advisory, Conciliation and Arbitration Service (ACAS) 'Bullying and Harassment in the Workplace: A Guide for Managers and Employers'
- 21) UKRI Preventing Harm in Research and Innovation Policy: <https://www.ukri.org/about-us/policies-standards-and-data/good-research-resource-hub/preventing-harm-in-research/>
- 22) UKRI fEC Grant Guidance: www.ukri.org/apply-for-funding/before-you-apply/your-responsibilities-if-you-get-funding/meeting-ukri-terms-and-conditions-for-funding/
- 23) Research Outcome Reporting Requirements: www.ukri.org/apply-for-funding/manage-your-funding-award/report-your-research-outcomes/
- 24) Research Integrity: www.ukri.org/about-us/policies-standards-and-data/good-research-resource-hub/research-integrity/
- 25) 2019 Concordat to Support the Career Development of Researchers
- 26) Open Access Policy: <https://www.ukri.org/manage-your-award/publishing-your-research-findings/making-your-research-publications-open-access/>

SCHEDULE 3

Payment Schedule

The total sum payable to the Delivery Partners shall be £[REDACTED]. Payments shall be made quarterly in arrears based on actual costs incurred. The breakdown of the total costs is as follows:

Report Due Date	Type of Report	Earliest Payment Date	Payment Amount
	Signed Award Letter, completed UoB Supplier Information Form, completed Grantee Questionnaire		
	Valid Invoice #1 (on receipt of UoB Purchase Order)	[Date is one month from due date]	[60% of grant amount]
	Progress Report		
	Final Report, Valid Invoice #2	[Date is one month from due date]	[40% of grant amount]
	Update on Final Report		

Payments will be made subject to the receipt of sufficient funds from the Funder. Invoices will be paid within 30 days of receipt.

Invoices to be addressed to:
apinvoices@contacts.bham.ac.uk

All invoices must quote the purchase order number supplied by the Delivery Partners otherwise they will not be paid.