



Foundation for Liver Research

Legacy Grants Scheme

Terms and Conditions of award:

1. Successful applicants must acknowledge receipt of the award within 21 days of notification and supply the following details:
 - Contact details for the finance department of the host institution that will administer the grant
 - Bank account information for the Host Institution for receipt of funds
 - Start date and duration of the project (i.e., 12, 18 or 24 months)
 - Signed acceptance of these terms and conditions of award
2. If the award is not accepted as outlined above the grant offer may be withdrawn.
3. Any significant changes to the proposed project plan must be notified and agreed in writing by the Foundation for Liver Research (FLR) prior to being implemented.
4. The grant is awarded to the Host Institution and the project research cannot be subcontracted without the explicit permission of the FLR.
5. The FLR will only reimburse actual project costs relating to the project described in the application up to the agreed grant limit stated in the award notification letter.
6. All project costs must be reasonable and economic and incurred in line with the Host Institution's usual accounting practices.
7. Invoices must be submitted quarterly in arrears and include an itemised expenditure report. These should be sent to: finance@researchinliver.org.uk and include the grant reference number.
8. The final 15% of the total grant awarded will be withheld until after submission and acceptance of the Final Report. A final invoice should therefore only be raised after submission of the Final Report.

9. Short reports summarising the project progress, achievements and work planned for the forthcoming period, should be sent to grants@researchinliver.org.uk in December and June each year the project is active.
10. A Final Report must be provided within 45 days of the end of the project. The Final Report summarises all work performed during the project, the results, impacts, future plans relating to the project and an updated Lay Summary for publication.
11. Funding from the Foundation for Liver Research must be acknowledged in all publications, presentations, reports and listings relating to the grant. The following wording should be used: *"This research is/was supported by a Grant awarded by the Foundation for Liver Research in memory of Professor Roger Williams, CBE"*.
12. Any publications arising from the project following submission of the Final Report should be reported to the FLR by emailing grants@researchinliver.org.uk.
13. On completion of the funded project, the Lead Applicant will present their work and results at the Roger Williams Institute of Hepatology Seminar Series programme.
14. The Host Institution and Lead Applicant confirm that, to the best of their knowledge there are no allegations of research misconduct, bullying or harassment under investigation involving the Lead Applicant or any Co-applicant, nor has any such allegation been upheld in the previous 5 years. Any such allegations arising during the grant period must be notified to the FLR in writing.
15. The Host Institution is responsible for the proper implementation of the project and will ensure that the project activities are carried out in accordance with all applicable legal, health and safety, ethical and regulatory requirements (including any clinical trials registration and Clinical Practice Standards) and that all necessary licenses and approvals have been obtained prior to commencement of the project work.
16. Intellectual property arising from the project shall, in the first instance, vest in the Host Institution. The Host Institution shall ensure that the contracts of employment or other terms of engagement of its Research Personnel provide for automatic and immediate vesting in the Host Institution of Funded Intellectual Property.
17. The FLR accepts no liability, financial or otherwise, for expenditure or liability arising from the project activities except as set out in these Terms and Conditions. The FLR relies entirely on the Host Institution to ensure that the project supported by the grant is carried out in accordance with best practice in order to avoid damage, loss or injury to persons or property. The FLR requires the Host Institution to take all reasonable precautions to safeguard the health and safety of those involved in the project and all third parties affected thereby, and accepts no liability for any accident, injury or loss sustained by any person in the course of and/or as a result of the project.
18. The FLR will publicise this award and the name of the Lead Applicant and Host Institution on its website and within its Annual Report using text provided by the Lead Applicant in the Application and Final Report Lay Summaries.

19. The grant recipient may not use the logo of the FLR without explicit prior written consent.
20. If the Host Institution is deemed to be in breach of any of the above conditions the FLR will write to the Host Institution detailing the nature of the breach and the steps to be taken to rectify the issue. If the breach is not rectified within 30 days, the FLR may decide to withhold future grant funding or terminate the grant in full by notifying the Host Institution in writing.