



**TO BE SIGNED AND RETURNED TO:**

The British Society for Antimicrobial Chemotherapy at: [grants@bsac.org.uk](mailto:grants@bsac.org.uk)

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On award of a grant, the grant holder and the officer responsible for the administration of the grant in the host institution, will be required to sign a declaration accepting the following terms and conditions:

1. BSAC reserves the right to change the Terms and Conditions of Award from time to time, at which point any amendments to the award will be agreed in writing by both parties and institutions will be issued with a revised copy of the 'Terms and Conditions'. The Council of the Society reserves the right to consult independent referees about grant applications and will always do so for those requesting sums in excess of £1,000.
2. Once a grant has been awarded, BSAC undertakes to provide financial support for the stated period, subject to the availability of funds. Whilst it is BSAC's intention to provide funding for the total duration of the award, lack of funds could in exceptional circumstances result in the premature termination of the project.
3. It is a condition of the award that the grant be administered without the addition of any levies (overheads) by the university or hospital authority named in the application.
4. Claims against the grant should be made to BSAC, without delay, quarterly in arrears, stating the reference number allocated, the name of the grant-holder and the title of the project, and giving full particulars of all salary payments. An award must be taken up within 9 months of the offer of funding. Any unexpended balances will automatically revert to the Society's charity fund for redistribution one year from the inception date of the grant.
5. It is the responsibility of the host institution to ensure that the funding made available by BSAC, is applied exclusively and appropriately in support of the research project for which it has been awarded, and that all contractual requirements relating to the research are met, and that there is appropriate supervision of the researchers.
6. Any modification to the original protocol submitted and approved, must be authorised by BSAC prior to any changes taking place.
7. BSAC must be informed of the actual date of commencement of the project and, whenever necessary, of any change in the level of support requested. Such changes include supplementary grants required to meet national salary revisions, which cannot be honoured from savings elsewhere within the existing level of the grant.
8. BSAC must also be given the name, salary, salary scale and incremental date of all staff employed against the grant.

9. No increases in salary (other than annual increments already built into the original application or nationally negotiated salary awards) will be paid by BSAC. Nationally agreed salary awards will be honoured.
10. BEFORE any staff is appointed to a post funded by BSAC, a copy of the curriculum vitae and details of the salary grade recommended must be sent to BSAC, if not included in the original application.
11. Publications arising from the research will normally be offered to the Journal of Antimicrobial Chemotherapy in the first instance. To enable BSAC funded work to be readily identified, it is essential that our support is acknowledged and our grant reference number quoted in all publications arising as a result of a project. A copy of all such publications MUST be sent to BSAC.
12. The host institution is required to advise BSAC at least 7 days beforehand of any publicity releases which it proposes to make based on BSAC funded research.

Wherever possible, contact with the media should be in consultation with BSAC and where this is not possible, should be brought to our attention without delay.

13. An interim report, giving an update on the progress of the project, must be submitted to BSAC within one month of the completion of each year of the grant. A final report, giving a brief summary of the work undertaken, and including copies of any publications resulting from the work, must be sent to BSAC within three months of the end of the grant. Please note that failure to submit these reports may result in payment of subsequent invoices being withheld until a satisfactory report is received. Final reports will also be taken into account when assessing any future grant application on which the grant holder is named. A layman's version of these reports must also be submitted at this time to assist BSAC in disseminating research results to the general public.
14. It is a condition of the grant that, if the occasion arises, you would make yourself available for not less than one day a year during the period of the grant to address meetings of BSAC supporters and members of the public about your work. BSAC will contact you in advance to arrange this with you.
15. BSAC does not act as an employer, and therefore, in all cases where support is provided for the employment of staff, the host institution must undertake to issue a contract of employment in accordance with current legislation relating to the conditions of employment.
16. The tenure of appointment of staff recruited for work under a grant must be confined strictly to the period of the grant, unless the host institution wishes to retain the staff beyond this period for its own purpose at its own expense.
17. **INTELLECTUAL PROPERTY RIGHTS**  
BSAC agrees to negotiate the rights to any intellectual property arising from the research in good faith, and agrees that any income arising from its exploitation would be subject to a

revenue sharing arrangement, taking into account the respective contributions of BSAC, the host institution and other associated parties.

#### 18. SCIENTIFIC FRAUD

In the event of suspected scientific fraud, BSAC wishes to make it clear that it is the responsibility of the employing authority to investigate this. A condition of BSAC funding is that the employing authority has a mechanism for investigating and dealing with scientific fraud.

In a case of suspected scientific fraud involving BSAC supported research, BSAC should be notified in confidence and kept informed of further developments. At the initial stages of the enquiry, BSAC would not normally suspend the grant. However, if adequate and timely steps are not taken to proceed with the investigation, then BSAC will suspend the grant. If fraud is proven, BSAC will terminate the grant immediately.

19. Grant holders should note that a limited number of travel awards are available for BSAC-funded grant holders to present their work, either as an oral or poster presentation, at relevant scientific meetings within the UK or overseas. Only members of the society are eligible to apply for travel grants.

Applications should be submitted in writing by the grant holder, and should include the conference programme, in draft if necessary, the title of the paper and confirmation of acceptance for presentation, the name of the person who wishes to attend and full details of cost. Grant holders will be advised in writing of the level awarded, which is likely to be a contribution to costs. BSAC support should be acknowledged in the presentation.

Grant holders should note that there is no right to such a travel award.

If a travel grant is awarded for a particular conference, it may not be substituted for a different conference. If a conference is cancelled or the applicant cannot attend, the award is cancelled and BSAC should be informed. It is open to grant holders to make a fresh submission to attend an alternative conference.

**I agree to abide by the above conditions.**

**Signature of Principal Applicant:**

**Name [PLEASE PRINT]:**

**Date:**