

GRANT CONDITIONS – May 2018

1	INTRODUCTION	2
2	DEFINITIONS	2
3	RESPONSIBILITIES IN RESEARCH PRACTICE	3
	3.1 Employment	3
	3.2 Project Management	4
4	GOOD SCIENTIFIC PRACTICE.....	5
	4.1 Scientific Conduct.....	5
	4.2 Conflicts of Interest.....	5
	4.3 Ethical and Legal Frameworks	6
	4.4 Cell Line Authentication.....	6
5	GRANT ADMINISTRATION	6
	5.1 Grant Award	6
	5.2 Grant Extensions.....	7
	5.3 Grant Management – Payments	7
	5.4 Grant Management – Salary Allocation.....	7
	5.5 Grant Management – Financial Reconciliations.....	8
	5.6 Grant Management – Grant Reporting.....	9
	5.7 Grant Management – Equipment	9
	5.8 Grant Management – Transfer of Response-mode Grants.....	9
6	INTELLECTUAL PROPERTY	10
	6.1 Intellectual Property Rights	10
	6.2 Host Institution Responsibilities.....	10
	6.3 Intellectual Property Revenues	11
7	PUBLICATION, PUBLICITY AND REPORTING	12
	7.1 Publication	12
	7.2 Acknowledgement of Support	12
	7.3 Publicity	12
8	LIMITATIONS OF LIABILITY	13
9	VARIATION AND TERMINATION	13
10	GOVERNING LAW	13

1 INTRODUCTION

These Grant Conditions, together with the Grant Award Letter on which the Grant is made by Second Hope to the Host Institution and Grant Holder. These Grant Conditions are relevant to Applicants for and holders of Second Hope Grants, to heads of institutions or departments applying for or receiving a Second Hope Grant, to those responsible for the organisation and financial administration of a Grant (Administrative Authority) and to the Host Institution's Technology Transfer or Industrial Liaison Office. It is particularly important for the Grant Holder and those taking administrative responsibility for a Grant to read and understand these Grant Conditions and retain them for reference during the tenure of the Second Hope Grant.

We are grateful to Breast Cancer Now for support in developing these Grant Conditions and for their agreement to reproduce or adapt several clauses for Second Hope's purposes.

2 DEFINITIONS

Administrative Authority	The party, normally the Finance Department of the Host Institution, responsible for the organisation and financial administration of the Grant
Applicant	Named individual on Grant applications seeking funding, which may include a Lead Applicant and named Co-Applicants.
Second Hope	Second Hope, a registered charity in England and Wales (1163205)
Directly Allocated Costs	The cost of resources used by a project that are shared by other activities. They are charged to projects on the basis of estimates rather than actual costs and do not represent actual costs on a project by project basis e.g. electricity, water.
Equipment	The equipment required to conduct the Research.
Grant	The funding made pursuant to and described in the Grant Award Letter.
Grant Award Letter	The letter from Second Hope to the principal Grant Holder confirming the Grant and specifying the amount of the Grant, the Grant Period and the budget.
Grant Holder	Named individual who is the recipient of a Grant as specified in the Grant Award Letter.
Grant Period	The duration of the Grant, as stated on the Grant Award Letter.
Host Institution	The employer of the staff undertaking the Research and the administrative recipient of the Grant.
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 Host Institution's administration such as human resources, finance, library and departmental services.

Intellectual Property Rights	All present and future rights arising from inventions, discoveries and other developments resulting from the Research undertaken as a result of Second Hope funding including (without limitation) patents, design rights, copyright, database rights, moral rights, trademarks, service marks, know-how, confidential information and all other rights or forms of protection of a similar nature having equivalent effect anywhere in the world.
Know-how	All information which is not in the public domain including that comprised in or derived from data, disks, tapes, manuals, source codes, flow-charts, catalogues and instructions.
Premises	All facilities where the Research is conducted.
Principal Investigator	Named individual who is leading the Research. In most cases this will be the Grant Holder.
Research	The research and investigation which is the subject of the Grant.
Response-mode Grant	Grants which were awarded through an open call or a commissioned research funding stream.
Statement of Grant Expenditure	A document detailing the expenditure on the Grant against certain budget headings. These are used to reconcile the actual expenditure on the Grant with the payments made to the Grant Holder.

3 RESPONSIBILITIES IN RESEARCH PRACTICE

3.1 Employment

- 3.1.1 Second Hope does not act as the employer of the staff undertaking the Research, and therefore, in all cases where money is provided by the Grant for the employment of staff, the Host Institution is responsible and liable for the issue of contracts and all associated duties and responsibilities of an employer.
- 3.1.2 Second Hope will not be liable for any claims under any statute or at common law, nor will it indemnify the Host Institution against any claim for redundancy, compensation, dismissal or discrimination or any other claims for which the Host Institution or any permitted sub-contractor of the Host Institution may be liable as an employer or otherwise.
- 3.1.3 Second Hope requires that the Host Institution ensures that all permanent and temporary staff and students employed or involved in work funded by the Grant receive training appropriate to their duties, in accordance with any applicable legal or regulatory requirements. This includes management and leadership training and development for all Second Hope-funded staff with managerial responsibilities.
- 3.1.4 All clinical staff appointed on Grants should hold honorary NHS clinical contracts or honorary university contracts at the appropriate level for the duration of the Grant. The Host Institution is responsible for ensuring all clinical staff have the necessary professional registration and occupational health clearance. Second Hope accepts no

liability for any claim arising out of matters relating to compliance with regulations set out by their professional governing body.

- 3.1.5 The Host Institution must ensure that appropriate Premises are available to house the staff undertaking the Research, and that all Equipment used in the Research is fully maintained, kept in an appropriate and safe state of repair and properly serviced for the duration of the Grant, and covered by the Host Institution's insurance policies. The Host Institution must comply with and perform all obligations and duties at law (including all health and safety legislation) in respect of the Premises.
- 3.1.6 Second Hope requires the Host Institution, as the employer, to identify any risks which could affect the health of new and expectant mothers and to have taken actions necessary as a result of identifying any risks.

3.2 Project Management

- 3.2.1 It is the responsibility of the Host Institution and Grant Holder to ensure that all parties, including collaborators, supervisors, and staff employed on Second Hope Grants, comply with the Grant Conditions, and as such, the Host Institution and Grant Holder will at times remain liable for such parties' actions.
- 3.2.2 The Host Institution must hold appropriate policies of insurance including, but not limited to, personal indemnity, public liability, and employer's liability and shall maintain such insurance policies throughout the Project and any commercialisation of the Results.
- 3.2.3 The Host Institution must ensure proper financial management of Grants and accountability for the use of public funds.
- 3.2.4 The Host Institution must ensure that the Grant is used for the purposes for which it was awarded. Any plan to diverge from the objectives outlined in the original Grant application requires prior written agreement from Second Hope. In the event the Research is terminated early, Second Hope must be notified in writing.
- 3.2.5 The Host Institution must ensure that adequate resources are provided to support the activities and timeframe described in the Grant Award Letter.
- 3.2.6 The Host Institution must notify Second Hope if there is any change in its status, or of staff undertaking the Research, that may affect its eligibility to hold the Grant. Any legal successor body must confirm written acceptance of Second Hope's Grant Conditions.
- 3.2.7 The Host Institution will inform Second Hope promptly of any pre-existing arrangements which may lead to a breach of the Grant Conditions. The Host Institution shall not enter into, or permit any person involved with the Research to enter into, consultancies, third party restrictions or arrangements which may either adversely affect the Research or Second Hope, or affect any Intellectual Property Rights arising from the Research, without the prior written agreement of Second Hope.
- 3.2.8 Second Hope acknowledges that the Host Institution may be subject to the Freedom of Information Act 2000. If the Host Institution receives a "Request for Information" in respect to any part of the Grant, the Host Institution must notify and consult with Second Hope on the response to the request.

- 3.2.9 The Host Institution must ensure that the Grant Holder assists Second Hope in responding to any reasonable questions raised by Second Hope in undertaking financial and performance monitoring of the Research.
- 3.2.10 Second Hope must receive advance notification of any changes to personnel on Response-mode Grants.
- 3.2.11 For all Grants, any changes to the Principal Investigator must be approved in writing by the Grant Holder and by any co-applicants, and must be agreed in writing by Second Hope.

4 GOOD SCIENTIFIC PRACTICE

4.1 Scientific Conduct

- 4.1.1 The Host Institution must make reasonable efforts to mitigate the risk of incidences of scientific misconduct occurring.
- 4.1.2 The Host Institution must have in place formal written procedures for the handling of allegations of research misconduct should they arise. The procedure(s) must be made available to Second Hope upon request.
- 4.1.3 It is the responsibility of the Host Institution to inform Second Hope, in confidence, at the earliest opportunity, about allegations, progress of the investigation and the investigation outcome of research misconduct that concern Second Hope-funded researchers.
- 4.1.4 Second Hope reserves the right to investigate any aspect of alleged fraud or misconduct itself as it reasonably sees fit and the Host Institution shall provide assistance and information to Second Hope for that purpose.
- 4.1.5 Where allegations of scientific misconduct are investigated and upheld, Second Hope reserves the right to impose appropriate sanctions on the Grant Holder which may include (but are not restricted to):
- i. Request for removal of staff from a particular project
 - ii. Request for retraction of published material
 - iii. Monitoring of future work
 - iv. Withdrawal of funding
 - v. Termination of Grant

4.2 Conflicts of Interest

- 4.2.1 The Host Institution is responsible for managing conflicts of interests ensuring:
- i. Any relationship between the Host Institution, researchers and commercial organisations shall be appropriate and not unduly benefit the commercial organisation or influence the Research.
 - ii. Any form of remuneration by an organisation for consultancy shall be made only for the appropriate provision of advice and the exchange of ideas and shall not enable that organisation to gain inappropriate access to Intellectual Property.
 - iii. Second Hope is notified of any conflicts which may be relevant to the Research.

4.3 Ethical and Legal Frameworks

- 4.3.1 The Host Institution must ensure that before the Research funded by the Grant commences and during the full Grant Period, all the necessary legal and regulatory requirements, including any necessary or appropriate ethical approval, in order to conduct the Research are met. This includes obtaining all necessary licences and approvals. The Host Institution accepts full responsibility for ensuring that any such approvals are in place at all relevant periods of the Grant.
- 4.3.2 The Grant Holder and the staff undertaking the Research must ensure all studies involving animals is fully compliant with current Home Office legislation and adhere to the Guidelines for the Welfare and Use of Animals in Cancer Research as set out by Workman et al (2010) (British Journal of Cancer 102, 1555-1577).
- 4.3.3 The Grant Holder and staff undertaking the Research must ensure that they comply with the Use of Animals in Scientific Research, and most importantly giving due consideration to the refinement, reduction or replacement of the animals (www.nc3rs.org.uk).

4.4 Cell Line Authentication

- 4.4.1 All researchers using cell culture must incorporate a specific cell line authentication protocol into their experimental framework, following the general principles of Good Research Practice (MRC, 2012) as well as best practice for cell culture procedures (Guidelines for the Use of Cell Lines in Cancer Research, UKCCCR (2000) British Journal of Cancer 82(9), 1495–1509).

5 GRANT ADMINISTRATION

5.1 Grant Award

- 5.1.1 The Host Institution, proposed Grant Holder and Administrative Authority must formally accept the Grant by returning a signed copy of the Grant Acceptance Form, thereby agreeing to adhere to these Grant Conditions.
- 5.1.2 No money will be paid until the Grant has been formally accepted by the submission of the Grant Acceptance Form and if applicable the Grant Start Date Form and Staff Notification Form. Second Hope must be informed of any proposed changes to the Grant start date.
- 5.1.3 Second Hope does not pay Directly Allocated Costs unless specifically and clearly identified in the Grant Award Letter. Second Hope does not pay any Indirect Costs unless set out in a specific agreement with the Host Institution.
- 5.1.4 Second Hope will provide a Grant to fund the Research (the name of which will be shown in the Grant Award Letter), in accordance with the agreed budget, subject to the necessary money being available when payment falls due. All expenditure must be in accordance with the agreed budget, as set out in the application form and Grant Award Letter.
- 5.1.5 All amounts specified to be covered by Grants are stated *inclusive* of any Value Added Tax (VAT) which may be payable.
- 5.1.6 The law and practice of VAT is subject to change and Second Hope can take no responsibility for reliance made on comments on VAT matters in this document.

5.1.7 The Host Institution will be responsible for any expenditure on the Grant in excess of the funding stipulated in the Grant Award Letter.

5.2 Grant Extensions

5.2.1 Requests for no-cost extension spending periods beyond the agreed end date of the Grant may be approved in writing where there are no financial implications for Second Hope and the scientific reasons for the request are justified. The reasons that Second Hope may approve a no-cost extension spending period of a Grant may include (but are not limited to):

- i. covering maternity, paternity, adoption or sick leave,
- ii. covering up to a maximum of twelve months where there have been gaps in the employment of staff, or
- iii. covering up to a maximum of twelve months to complete the Research.

5.2.2 Any extension to the Grant Period must be applied for in writing not less than 3 months prior to the Grant end date.

5.3 Grant Management – Payments

5.3.1 Second Hope reserves the right to recover any unspent funds at the end of each Grant Period.

5.3.2 Unless otherwise agreed, the payment of the Grant will be made by Second Hope to the Host Institution quarterly in arrears, providing that these Grant Conditions are being met and on the receipt of an invoice and expenditure breakdown form from the Administrative Authority.

5.3.3 The first payment of the Grant shall not be made until Second Hope is in receipt of the signed Grant Acceptance Form and if applicable the Grant Start Date Form.

5.3.4 Second Hope will not be responsible for claims for outstanding payments submitted more than 6 months after the Grant end date. This does not include claims for conference travel, which can be accepted up to 12 months after the Grant end date.

5.3.5 Virement between budget headings is not permitted without prior written agreement.

5.3.6 The Host Institution shall return to Second Hope any funds which have been provided by Second Hope in error or which have been paid for any element of the Grant for which there is an underspend.

5.3.7 The Grant is awarded in pounds sterling. Any payments of the Grant shall be made in sterling. Any conversion of the Grant to another currency shall be the responsibility of the Host Institution and at the cost of the Host Institution. Second Hope is not responsible for any losses incurred through fluctuations in the exchange rate.

5.4 Grant Management – Salary Allocation

5.4.1 Salary allocation may be used to fund salary, the employer's national insurance contribution, and an employer's pension contribution which will not be higher than the rate used by the USS or NHS scheme. It must not be used to offset any prior under funding of the pension scheme.

5.4.2 Staff may be appointed within the pay model applied by the host institution. The level at which staff are appointed should be in accordance with the Host Institution's normal procedures, provided the salary awarded for each post is not exceeded.

- 5.4.3 Salary allocation may not be used for any bonus or merit awards.
- 5.4.4 All agreed budget for salary allocation should include expected costs of salary rises over the Grant Period.
- 5.4.5 All advertisements for staff who are to be funded from a Second Hope Grant must indicate that the Research is funded by Second Hope. The Host Institution is responsible for advertising posts and must meet the costs associated with recruitment.
- 5.4.6 In the event of maternity, paternity, adoption or sick leave being taken, salary allocation may only be used as cover for the vacant position, rather than for benefit payments for the staff member taking an extended period of leave. It is the responsibility of the Host Institution to cover these costs regardless of the fact that the staff member's salary is paid from a grant funded by Second Hope.
- 5.4.7 The Grant Holder must notify Second Hope when the situation for an extended period of leave arises.
- 5.4.8 If the person on an extended period of leave is the only staff member employed through the Grant, Second Hope may agree in writing to put the Grant into a period of abeyance and allow any unused funds to be used to extend the Grant.

5.5 Grant Management – Financial Reconciliations

- 5.5.1 For Response-mode Grants, the final quarter of the Grant may be withheld if the final report has not been received by Second Hope.
- 5.5.2 Where any amounts paid by Second Hope exceed the amounts justified or the Grant has not been used in accordance with the Grant Conditions, Second Hope will recover the sum in question on whatever terms it may specify. Second Hope may recover sums owed to it by offsetting them against any other sums (including other Grant payments) owed to the Host Institution.
- 5.5.3 Second Hope accepts no responsibility for and will not meet the costs of any overspend on the allocated funding unless prior written authorisation has been given.
- 5.5.4 At the request of Second Hope, the Host Institution and/or its external auditors shall provide written confirmation that the Grant has been used for the purpose for which it was awarded and that the costs incurred meet the conditions of the Grant.
- 5.5.5 If requested, the Host Institution shall also make the necessary arrangements to enable Second Hope and its agents to visit the Host Institution to discuss the administration and accounting of its Grants and, if necessary, to conduct its own audit of any Second Hope Grant account at the Host Institution or the activities funded. For this purpose, Second Hope and its agents and advisors may inspect and take copies of all relevant books of accounts and records. Where elements of expenditure under the Grant have been subcontracted, the Host Institution should ensure that the right of access extends to the accounts, records, Equipment and facilities of any such subcontractor relevant to the management of the Grant. This does not presuppose malpractice or fraud, but Second Hope will use any information obtained of such matters to ensure the application of correct procedures or, if necessary, terminate the Grant forthwith.

5.6 Grant Management – Grant Reporting

- 5.6.1 Grant holders are required to submit regular reports and such reports will be requested in good time by Second Hope as detailed in the Grant Award Letter.
- 5.6.2 Second Hope reserves the right to use data or other material from such reports as part of its fundraising or publicity activities. Therefore commercially sensitive or confidential information should not be included in these reports..
- 5.6.3 For Response-mode Grants, any reports submitted are not subject to annual review but are instead used for research communications and portfolio evaluation purposes.
- 5.6.4 A final report must be submitted within 3 months of the end of the Grant.

5.7 Grant Management – Equipment

- 5.7.1 All items of Equipment must be purchased by the Host Institution.
- 5.7.2 Second Hope will not accept claims for Equipment of a different type from that awarded unless prior written permission has been given.
- 5.7.3 The Host Institution must ensure that it has in place clearly defined procedures for the procurement of Equipment and that Equipment funded by the Grant is acquired by the Host Institution in accordance with these procedures. Second Hope will not accept any liability to pay VAT due to any failure of the Host Institution to claim relief on qualifying Equipment.
- 5.7.4 Equipment purchased through a Second Hope Grant is awarded to the Host Institution specifically for the purpose of the Grant Holder's Research. The Equipment must be used primarily for the approved Research during the lifetime of the Grant.
- 5.7.5 Second Hope will not pay any access charges for use of Equipment funded by a Second Hope Grant.
- 5.7.6 Subject to prior written permission from Second Hope and the Host Institution, Equipment may be moved for use at another Second Hope funded location.
- 5.7.7 The Host Institution must ensure that the Equipment funded by the Grant is appropriately insured and maintained throughout its useful life. Second Hope will meet any agreed maintenance costs for awarded Equipment for the period of the Grant.
- 5.7.8 If any Equipment funded under the Grant is lost, damaged or destroyed during the life of the Grant, the Host Institution will be required to repair or replace it at its own cost.

5.8 Grant Management – Transfer of Response-mode Grants

- 5.8.1 For Response-mode Grants, should the Grant Holder move to another institution in the UK, which is able to support the Research during the remainder of the Grant, prior written permission from Second Hope is required to enable transfer of Grant funding to the alternative institution. The new Host Institution/Grant Holder must agree to abide by the Grant Conditions.
- 5.8.2 For Response-mode Grants, if the Grant Holder transfers to another institution during the Grant Period, Second Hope reserves the right to require that the Equipment funded by the Grant is transferred with him/her.

- 5.8.3 For Response-mode Grants, if the Grant Holder does not wish to transfer the Grant and the Host Institution believes that the work can be satisfactorily continued with alternative supervision, written permission from Second Hope must be obtained before any changes are implemented.

6 INTELLECTUAL PROPERTY

6.1 Intellectual Property Rights

- 6.1.1 Second Hope's aim is to exploit the outcome of its research so that the understanding, diagnosis and treatment of metastatic breast cancer and related diseases are maximised. Neither the Host Institution nor Second Hope (nor its agents) shall be under any obligation to protect Intellectual Property and materials where, in the party's reasonable opinion, this is not deemed the optimal method of achieving Second Hope's aim.
- 6.1.2 Subject to clause 6.1.3, or unless otherwise agreed between Second Hope and the Host Institution, the Host Institution shall own 100% of the Intellectual Property Rights derived from the supported Research.
- 6.1.3 If a separate agreement is put in place between Second Hope and the Host Institution to govern the protection of exploitation of Intellectual Property it will take precedence over these Grant Conditions in the case of any conflict.
- 6.1.4 In the event that the Host Institution decides not to exploit, abandons its exploitation or does not exploit within a reasonable time, as discussed and agreed with the parties, such Intellectual Property Rights then, at Second Hope's request, the Host Institution will Grant Second Hope (or its agent) a licence to exploit such Intellectual Property Rights on the condition that any revenue derived from such exploitation is divided equally between the parties.
- 6.1.5 In the event that both the Host Institution and Second Hope decide not to exploit, abandon their exploitation or do not exploit within a reasonable time the Intellectual Property Rights in respect of which it has been Granted a licence, the inventor(s) may request Second Hope to consent to grant a licence to exploit such Intellectual Property Rights (on reasonable terms) to him/her, such consent not to be unreasonably withheld or denied.
- 6.1.6 The Host Institution shall not Grant a licence to the inventor(s) to exploit the Intellectual Property Rights without seeking prior permission from Second Hope (such permission not to be unreasonably withheld).

6.2 Host Institution Responsibilities

- 6.2.1 It is the responsibility of the Host Institution and/or the Grant Holder to regularly review any results produced from or arising during the course of Second Hope funded Research and identify and inform Second Hope (or its agent) of any Intellectual Property Rights in those results which could be commercially exploited.
- 6.2.2 Publication or any other form of public presentation of the results should not occur until after that review and all necessary steps to protect any Intellectual Property Rights have been taken. However, there should be no unreasonable delay before publication.
- 6.2.3 The Host Institution shall allow Second Hope (or its agent) to visit, meet and discuss with Second Hope Grant Holders the results of the Grant Holders' Research and any

potential for protection of such Intellectual Property Rights and for the commercial exploitation of that Research. Such visits will take place no more than once each year during regular business hours, and with at least 6 weeks' notice, unless all parties agree otherwise. If, in the opinion of Second Hope (or its agent), any results of Second Hope funded Research are protectable or have a potential for commercial exploitation then Second Hope (or its agent) will inform the Host Institution. All information arising from such visits, meetings and discussions will be kept confidential in order not to compromise the ability to pursue Intellectual Property Rights.

- 6.2.4 The Host Institution shall not enter into any agreement to commercially exploit, or grant any third party the right to commercially exploit, the Research results and/or Intellectual Property Rights without first informing Second Hope (or its agent) and obtaining the written consent of Second Hope (or its agent). Second Hope (or its agent) reserves the right to refuse such consent or to grant consent subject to such terms and conditions as Second Hope (or its agent) may decide (such consent not to be unreasonably withheld).

6.3 Intellectual Property Revenues

- 6.3.1 All revenues generated through the commercial exploitation of the Intellectual Property Rights arising from Research funded by Second Hope, shall following reimbursement of costs directly incurred in protecting the Intellectual Property Rights and in carrying out the exploitation be divided equally between the Host Institution and Second Hope (or its agent), regardless of which undertook the commercial exploitation.
- 6.3.2 Second Hope's right to a share of the Net Revenue available shall last for the full period for which the Host Institution accrues such revenue.
- 6.3.3 The Host Institution shall be solely responsible for rewarding the inventors and department in which the researchers are situated out of the Host Institution's share of the revenue net of the aforementioned costs.
- 6.3.4 In the event that parties other than those funded by Second Hope contribute to the generation of Intellectual Property Rights, the parties shall meet to agree who should assume responsibility for such action and a revenue share which reflects the relative contributions of all parties. Successful applicants must therefore advise Second Hope of all other financial assistance to their projects.
- 6.3.5 The Host Institution shall render to Second Hope (or its agent) every 6 months, after a licence agreement has been signed, a statement showing all revenue derived from jointly owned Intellectual Property Rights and at all times keep proper books of account and records and vouchers.
- 6.3.6 Second Hope shall have the right to inspect the books and records of the Institution, which relate to inventions. Such inspections will take place no more than once each year during regular business hours, and with at least 6 weeks' notice, unless all parties agree otherwise (save that notice shall not be necessary in the case of an emergency).
- 6.3.7 If either party is in breach of the terms set out in this Clause 6, and in the case of a breach capable of remedy fails to remedy the same within 45 working days of written notification by the other of the breach and a request for it to be remedied, the rights of exploitation shall revert to the other party.

7 PUBLICATION, PUBLICITY AND REPORTING

7.1 Publication

- 7.1.1 Second Hope requires researchers to disseminate the results of the Research that it funds, for example by publication and by presenting at meetings.
- 7.1.2 Second Hope has the right, acting reasonably, to require publication to be delayed to meet reasonable requirements for the protection of Intellectual Property Rights, fundraising and other matters.
- 7.1.3 Before publication, the Host Institution must ensure the Research undergoes the Host Institution's standard procedures for ensuring the validity of the results and the suitability of the Research for general publication. Second Hope takes no responsibility for the validity of the Results or for any statements made by the authors in the publication.
- 7.1.4 Grant Holders must provide Second Hope with details of all publications arising from the Second Hope Research, whether wholly or partly funded. Details should be provided at the time of submission for publication to ensure that Second Hope is kept fully informed of all results entering the public domain and has sufficient notice to arrange any publicity.
- 7.1.5 Studies involving human subjects represent a special case, especially if the publication, either in print or electronic format, of the results enables individuals (the subjects or others) to gain knowledge about their personal condition which they otherwise would not have had. In any clinical study where this is possible the matter must be addressed in the protocol and discussed with a Research Ethics Committee.

7.2 Acknowledgement of Support

- 7.2.1 In any oral or written report or poster presentation of results or otherwise relating to the Research, the author must acknowledge the support of Second Hope and, display the Second Hope logo.
- 7.2.2 All references to Second Hope-funded work placed on websites, electronic bulletin boards and similar must state clearly that the work is funded by Second Hope and, where practical, should include a link to Second Hope's website (<http://www.secondhope.co.uk/>).
- 7.2.3 Where possible, Second Hope's logo should be visible in laboratories, offices or other locations where funding is received from Second Hope.

7.3 Publicity

- 7.3.1 Where Second Hope is the main funder of the Research, Second Hope reserves the right to lead on publicity. Grant Holders and the Host Institution are required to contact the Second Hope prior to any publicity releases about Second Hope-funded Research. Where Second Hope is the main (or a joint- lead) funder this should be prior to a release being drafted. Where Second Hope is not the lead funder, Grant Holders and Host Institutions must keep Second Hope advised of all planned publicity.
- 7.3.2 Second Hope reserves the right to use data or other material from Research that it funds as part of its fundraising or publicity activities. Further to this, we may use specific projects from our portfolio to generate donations and then restrict or designate those gifts to those projects. Donations generated using this method are not extra funds on top of the agreed budget allocated to the Grant Holder.

- 7.3.3 Principal investigators are required to submit publishable information about their Research if asked by Second Hope. Principal Investigators should clearly indicate any information in applications for Grants or reports on the progress of Research that is commercially sensitive or confidential, and which should not be used in Second Hope's fundraising or publicity activities. Any confidential information may be submitted separately to secondhopegrants@outlook.com
- 7.3.4 Should grant holders or Second Hope-funded staff receive donations to support Second Hope's work, these must be sent directly or forwarded to Second Hope. Where requested, such donations can be designated for a particular purpose. Second Hope should also be informed of any approaches by, or discussions with, potential major donors in order to support the development of such relationships.

8 LIMITATIONS OF LIABILITY

- 8.1.1 Second Hope accepts no responsibility for costs or liabilities incurred in connection with the Research or other work funded by a Second Hope Grant other than those costs specifically set out in the Grant Award Letter and in these Grant Conditions.
- 8.1.2 Second Hope will not be responsible for liabilities arising out of the acts or omissions of the Host Institution, the Grant Holder, or others involved in the Research or other work funded by a Second Hope Grant and the Host Institution hereby indemnifies Second Hope against any costs, claims or liabilities suffered or incurred by Second Hope as a result of any action, claim or complaint brought by a third party against Second Hope arising out of or in connection with the Research or other work.
- 8.1.3 Second Hope is not liable for loss or injury caused or deemed to be caused by the use or misuse of any Equipment funded under the Grant.

9 VARIATION AND TERMINATION

- 9.1.1 All Grants awarded by Second Hope are subject to the Grant Conditions that apply at the time the Grant is awarded and any subsequent amendments. Second Hope reserves the right to amend these Grant Conditions, any terms and conditions of the Grant Award Letter and the Funding Policies from time to time. Second Hope will publish any change to the Grant Conditions or the Funding Policies on its website and will notify all Grant Holders of such changes.
- 9.1.2 In the event of a conflict between the provisions of these Grant Conditions as amended from time to time and of the Grant Award Letter, the provisions of the Grant Award Letter will take precedence.
- 9.1.3 Second Hope reserves the right to withhold or suspend the Grant with immediate effect if there is a financial or other substantial reason to do so.
- 9.1.4 Second Hope reserves the right to terminate the Grant with sixty (60) days' written notice if there is a financial or other substantial reason to do so.

10 GOVERNING LAW

- 10.1.1 These Grant Conditions shall be governed by and construed in accordance with English law. The Host Institution and the Grant Holder(s) irrevocably submit to the

exclusive jurisdiction of the English Courts to settle all matters in connection with the Grant Conditions.