

Translational Research Initiative
MRC and BBSRC Impact Accelerator Account Funding
Terms and Conditions

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Key terms used within this document can be found in the definitions section at the end of the document.



1. General Terms

All Award Holders must:

- 1.1 Adhere to the Funders Terms and Conditions for projects and Grant Activities carried out by you, and any participants or organisations. Remit must be intended to support the progression of innovation along a translational pathway.
- 1.2 Ensure that the appropriate contractual arrangements between The University of Glasgow and Industrial Partner(s) are put in place as required, where applicable. Industrial partner(s) will need to accept The Funders Grant Conditions, particularly in regard to Intellectual Property and revenue-sharing.
- 1.3 Ensure that the principles of good research practice are followed, including clinical governance, data sharing and preservation in line with relative funding T&Cs (e.g. UKRI Policy and Guidelines on Governance of Good Research Conduct: www.ukri.org/publications/ukri-policy-on-the-governance-of-good-research-practice/).
- 1.4 Comply with any reporting or project requirements that must be met for equality, diversity and inclusion (EDI) monitoring. The TRI MT use anonymised demographic data of applicants for the monitoring of equality, diversity, and inclusion performance of the IAA. IAA projects must apply best practice in Equality, Diversity and Inclusion. Please refer to University policy on [Equality and Diversity](#) and [HR policies on Equality and Diversity](#). In addition, all staff wishing to receive an IAA award must have completed the University's online training courses "Equality & Diversity Essentials". If your project involves line managing staff you must have completed the course "Implementing Reasonable Adjustments (for staff)". If your project involves recruiting staff you must have completed the course "Understanding Unconscious Bias". All courses are housed on the [Equality and Diversity Unit's Moodle portal](#) which all staff have access to, using their GUID and password. The TRI will request that UofG PIs and co-PIs submit their Staff ID, to be used for reporting non-identifiable EDI metrics to the UKRI.
- 1.5 Consider the potential ethical and societal implications of research by adopting responsible innovation.
- 1.6 Where applicable, use funds in accordance with The University of Glasgow's established procurement policies. Control of expenditure awarded on the grant is governed by the normal standards and procedures at the University and will be covered by any formal audit arrangements that exist at the University.
- 1.7 Spend funds by the date agreed with TRI MT. Funds must be spent according to an agreed application, failure to spend will result in the funds being reclaimed and re-



allocated. Requests to reallocate funds and/or to alter the spending profile must be made to TRI MT. Please contact mvls-innovation@glasgow.ac.uk for details.

- 1.8 Ensure that there are no significant additional space implications that cannot be accommodated by School/Institution(s) within the University and external organisation(s) involved.
- 1.9 Appropriate ethical approval must be sought and granted where necessary before the start of the project, 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.
- 1.10 Ensure that the Grant is used only for the Grant Activities; and that the Grant Activities are adequately supported.
- 1.11 Ensure over-spends or underspends become the responsibility of the host School/Institutes(s) and PI. PIs must notify the TRI MT before any overspend or underspend, within reasonable timeframes, to discuss mitigation.
- 1.12 Actively participate in activities related to The University of Glasgow's Funds, such as symposia, reporting and dissemination events, and to support the University in achieving key translational deliverables and The University of Glasgow Public Engagement Team. 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](#).

2. Legal Compliance, Research Practice, and Governance

2.1 You must ensure that the Grant Activities are carried out in accordance with all relevant University of Glasgow:

- a) legislation and codes of practice, including those relating to health and safety and data protection;
- b) regulatory requirements; and
- c) ethical guidelines and principles, including Equality and Diversity Policies.

You must ensure that all necessary licences, disclosure agreements, material transfer agreements and approvals have been obtained and are in place at all times during the Grant Period.

2.2 You must ensure that any element of the Grant Activities that involves the use of animals and that is conducted outside the United Kingdom is, as a minimum standard, carried out in accordance with the principles of UK legislation (for further information, consult the UK Government Home Office, [Animals \(Scientific Procedures\) Act 1986](#)). Where applicable,



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](#). For more information, and to access support, please contact the [MRC Regulatory Support Centre](#).

2.3 For BBSRC and MRC-funded projects;

- a. Grantholders must ensure they adhere to the UK Subsidy Control Framework.
- b. Due diligence must be undertaken on any collaborative partner(s) before any collaboration between parties begins, 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/>).
- c. Any investigations into research misconduct must be reported to the funders.
- d. Any instances of Fraud or attempted Fraud relating to the funding received, should be reported to FundingAssurance@ukri.org

Detailed Policy and Guidelines on Governance of Good Research Conduct can be found at: www.ukri.org/aboutus/policies-standards-and-data/good-research-resourcehub/research-integrity/

2.4 Research involving clinical studies may be subject to additional regulations, outlined in the appendix.

3. Management and Reporting of the Grant

3.1 Staff funded through Translational Grants, such as Research Associates and Translational Research Scientists, will be jointly managed by both the Grant Holder and the TRI MT.

3.2 The supporting PI of the project must be responsible for ensuring grant conditions are met.

3.3 The grantholder is required to attend quarterly project progress meetings with the TRI MT across the full duration of the award, including written reports and submission of monitoring forms when required.

3.4 The grantholder must provide a written report on completion of the funded project. Interim, Annual and Final Reports must be provided via email to the TRI MT, using the appropriate forms where required, by the deadlines indicated. The reports must be produced in accordance with guidance issued by the relevant Research Councils.

3.5 Successful applicants are required to liaise with the TRI MT to identify translational opportunities and maximise translational outcomes, including working collaboratively to identify and capture IP opportunities.



- 3.6 Successful applicants should provide the TRI MT with updates on related awards and funding stemming from the project for a period deemed appropriate by the TRI MT and UKRI after project completion.
- 3.7 Both the University and the Grantholder are responsible for ensuring that the progress reports and an End of Grant report are submitted to the given funding body, when required.
- 3.8 The Funder reserves the right to audit at any time without prior notice: that required licenses, approvals, permissions and consent are in place, or were in place when the activity occurred; and compliance with terms and conditions set out by The Funder.
- 3.9 The grant holder will be expected to adhere to any expectations set out by UKRI on Governance and Management of the IAA. All grant holders may be required to attend networking events, organised by UKRI, to share experiences and learn from one another.

4. Key Deliverables

The University of Glasgow MRC IAA fund aims to facilitate the development of translational research, providing the preliminary Proof of Concept / feasibility data. It is intended to help projects overcome a translational barrier(s) or progress along a translational development pathway.

Specifically, the TRI MT has the objectives to provide sufficient preliminary data to ensure early Proof of Concept, de-risking / feasibility to enable applications to other translational funding calls and ultimately larger translational funding schemes.

The IAA scheme is a key part of the UKRI's translational research strategy and is intended to accelerate the transition from discovery research to translational development projects by supporting preliminary work or feasibility studies to establish the viability of an approach.

Therefore, the Grantholder is required to:

- 4.1 Act in accordance to condition three.
- 4.2 Submit reports with updates on the outcomes of the Grant, and relevant reports as required for TRI internal monitoring and to aid in Researchfish submissions.
- 4.3 Cooperate with the TRI MT in financial reports as we request, and aid in any information required by the TRI and Finance Office in order to submit the Final Expenditure Report, within three months from the end period of the Parent IAA Grant.
- 4.4 Share relevant information on the projects progress for Public Engagement purposes, such as but not limited to; MVLS Webpages, case studies and information for our innovation pipeline.



5. Financial Administration

5.1 The funding may be used to support directly incurred costs (e.g., staff salary (full or part time, research or technical) who will be working on the project, consumables (laboratory chemicals, materials and equipment, etc) at 100% Full Economic Costing (FEC). Equipment maintenance can be covered if it is requested in the application or if it is existing equipment that is essential to the proposed research project and disclaimed on the application. The grant will not cover maintenance costs for equipment if there is a mechanism in place to recoup these costs through access charges.

5.2 Direct Project Costs:

- i. 100% directly incurred and directly allocated project costs can be claimed, including staff time, travel and subsistence.
- ii. Other engagement, knowledge exchange, training and culture change activities can also be supported.

5.3 This grant may not be used to support:

- i. New fundamental research.
- ii. Impact activities that should already have been anticipated and supported through standard routes, e.g. impact activities costed as part of basic research proposals, CDTs.
- iii. Duplication of other sources of funding that can be used more appropriately for the impact activity within remit of Research Council, e.g. CLASP/IPS.
- iv. Indirect or estates costs at the research organisation.
- v. Any costs relating to Intellectual Property protection including but not limited to registering, maintaining, or supporting patents or property rights.
- vi. Equipment with a value of £10,000 or more.
- vii. Undergraduate or postgraduate activities or training, or core PhD training including tuition or bench fees.
- viii. Contributions to KTPS.

5.4 For BBSRC and MRC grants, the timely and accurate submission of all expenditure reports is 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. 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 must be retained.

5.5 The funding must be used to carry out the project as detailed in the application.



- 5.6 Fundamental research, bridging funds for staff or students, PhD studentships, projects with no clear translational agenda or applied outcomes and the continuation of normal research grants are not eligible.
- 5.7 The grants provided by BBSRC and MRC do not cover the creation of new studentships, without prior approval from UKRI.
- 5.8 Any alterations to the project or planned expenditure must be approved in advanced, in writing, by the TRI MT.
- 5.9 Deviation from activities expressed in the application form may result in rescindment of funds.
- 5.10 You must give reasonable assistance to us in complying with our legal requirements relating to accounts, audit or examination of accounts, annual reports and annual returns.
- 5.11 You must repay to us:
- a) any part of the Grant that has not been spent when the Grant Activities have been completed; and
 - b) any part of the Grant used in breach of the Terms and Conditions.
- 5.12 You will be responsible for:
- a) any expenditure on the Grant Activities which exceeds the amount of the Grant; and
 - b) any costs arising from any organisational restructuring carried out by you which affects the Grant Activities.

6. Equipment

- 6.1 You must ensure that any equipment funded by the Grant is purchased in accordance with your procurement procedures in a manner that delivers value for money, is used for the Grant Activities, and is adequately maintained and insured for all appropriate risks.
- 6.2 You must ask for our written permission to use the equipment for any other purpose, including if you wish to charge, hire, lend or dispose of it.
- 6.3 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 for 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 prior approval by The TRI MT.



- 6.4 All new equipment purchased over £138,000 (£115,000 ex VAT) must be registered on the "Equipment data" national database.
- 6.5 The procurement of equipment, consumables and services, including maintenance, must comply with all relevant national and EU legislation; accepted procurement best practice in the higher education sector must also be observed. Where applicable, consideration should be given for energy efficiency and waste minimisation in line with good practice. Where the contract value is more than £25,000 (excluding VAT) professionally qualified procurement staff must be consulted before the procurement process begins and if necessary, they must approve the order/contract before it is placed with a supplier.

7. Clinical Research

- 7.1 The Grantholders are required to abide by the 'UK clinical academic training in medicine and dentistry: principles and obligations' (<https://mrc.ukri.org/news/browse/improving-support-for-clinical-academics/>).
- 7.2 For research involving working with mice, Grantholders are expected to contact FESA (Frozen Embryo and Sperm Archive) to highlight mouse strains engineered, or characterised using MRC funds, and are encouraged to deposit these strains with the archive.
- 7.3 All research involving human participants must be undertaken in accordance with the UKRI policies (<https://mrc.ukri.org/research/policies-and-guidance-for-researchers/#ethics>). Such research must fall within the scope of the UK Policy Framework for Health and Social Care Research (<https://www.hra.nhs.uk/planning-and-improving-research/policies-standards-legislation/uk-policy-framework-health-social-care-research/>), and must comply with the UKRI policy on the health departments' research governance framework (<https://mrc.ukri.org/research/policies-and-guidance-for-researchers/>).
- 7.4 Research involving human participants may require an Independent Research Ethics Committee approval. In the case of research involving NHS patients, their tissue, premises or records, this will be an NHS Research Ethics Committee (REC).
- 7.5 For UKRI-funded clinical trials, Grantholders must act in accordance with the UKRI policy on UK clinical trials regulations (<https://mrc.ukri.org/research/policies-and-guidance-for-researchers>) with respect to ethical, sponsorship, reporting, monitoring and publication requirements.



- 7.6 The use of medical records in research is regulated by the principles set out in data protection legislation (<https://ico.org.uk/for-organisations/guide-to-data-protection/introduction-to-data-protection/>). Grantholders must act in accordance with this regulation and respect the NHS requirements to protect patient confidentiality.
- 7.7 Award holders must act in accordance with the UKRI policy on research data sharing (<https://mrc.ukri.org/research/initiatives/health-and-biomedical-informatics/access-governance-and-ethics>) and respect the policy on sharing research data collected from population and patient studies (<https://mrc.ukri.org/research/initiatives/health-and-biomedical-informatics>).
- 7.8 Grantholders undertaking research involving the removal, use or storage of human tissue, as well as the use of human tissues and cells to treat patients are required to adhere to further regulation (<https://mrc.ukri.org/research/policies-and-guidance-for-researchers/>). Stem cell and human embryonic stem cell research is subject to additional regulatory requirements (<https://mrc.ukri.org/research/policies-and-guidance-for-researchers/uk-stem-cell-bank-steering-committee/>).
- 7.9 A specific licence is required for research involving the use of human gametes, embryos or human admixed embryos researchers. Such projects must act in accordance with the Human Fertilisation and Embryology Act 1990 as amended in 2008 and 2015 (the Human Fertilisation and Embryology (Mitochondrial Donation) Regulations).
- 7.10 Grantholders who carry out genetic modifications should be familiar with the legislative requirements and with the Scientific Advisory Committee on Genetic Modification (Contained Use) guidance (<https://www.hse.gov.uk/contact/maps/index.htm>).
- 7.11 Research studies involving working with dangerous substances including the administration of radioactive or psychoactive substances, or dangerous pathogens, are subject to additional regulations and must obtain the relevant research committee approvals.

For further information on Research Governance, please contact the [Research and Innovation Governance office](#).

8. Data Policy, Publication and Publicity

- 8.1 The outcomes of the Grant must be published or otherwise disseminated in an appropriate form, although publication or release of findings funded by the Grant may be delayed for a reasonable period to allow for protection and commercialisation of intellectual property in accordance with The University of Glasgow's [Intellectual](#)



[Property Policy](#), condition 8 below, and the management of research [integrity and ethics](#) for UKRI-funded projects.

- 8.2 All publications must acknowledge The Funders contribution in accordance with The Funders' requirements and must include the Funders' grant reference number.
- 8.3 The Grantholder must consult the TRI MT in the first instance before releasing any announcements, press statements or other media presentation concerning the award.
- 8.4 MRC and BBSRC-funded projects need to comply with the UKRI Policy on Open Access. All publications must be deposited at the earliest opportunity, and certainly within six months of publication, in Europe PubMed Central (europepmc.org/). This applies both during and after the period of funding.
- 8.5 The Grantholder must publish their research funded by the Grant in accordance with normal academic practice and the UKRI policy on Open Access (<https://www.ukri.org/manage-your-award/publishing-your-research-findings/making-your-research-publications-open-access/>).

9. Intellectual Property (IP) and Commercialisation

- 9.1 The Grantholder and TRI MT must follow reasonable procedures for the identification, protection, management and commercialisation of IP in line with [University of Glasgow's IP Policy](#).
- 9.2 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.
- 9.3 When commercialising IP, you must prioritise the delivery of societal and economic benefit, with no excessive private or personal benefit(s). You must also:
- consult the TRI MT and IP and Commercialisation Team before you begin commercialisation;
 - report fully on the commercialisation activities via the IP and Commercialisation Team (UofG Research and Innovation Services); and
 - consult with the TRI MT, and IP and Commercialisation Team, to enter into The University of Glasgow's revenue and equity sharing agreement in place at that time as consideration for consenting to commercialisation.

10. Variation and Termination

- 10.1 Contact TRI MT if changes to the project become necessary.
- 10.2 Significant changes to the Project, may require the submission of revised proposals and their approval by UKRI. The funder reserves the right to make a new Grant in place of the existing Grant, or to revise, retain or terminate the existing Grant.
- 10.3 Where there is any conflict between these Grant Conditions and the Parent Award Letter, the provisions of the Parent Award Letter will take precedence.
- 10.4 For Fellowship Grants funded by BBSRC/MRC, 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.

11. Liability

We do not accept any responsibility for financial or other liability incurred by you, including paternal and sick leave pay for staff supported by the Grant outside the original Grant Period, any Organisation, or any Participant that may arise out of the Grant Activities.

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.

12. Definitions

Award Letter	the letter from us confirming the award of the Grant and giving details of the Grant Activities.
BBSRC	Biotechnology and Biological Sciences Research Council.
Europe PubMed Central	a central repository for the open access outputs of our funded research (http://europepmc.org).
FEC	Full economic costing.
Final Expenditure Report	a form completed by us that sets out: 1) a comparison of i) your actual expenditure on the Grant during the Grant Period and ii) the total amount awarded by us in respect of the Grant; and 2) any further information that we request from you.
Grant	the grant described in the Award Letter.
Grant Activities	the activities funded by the Grant as described in the Award Letter.
Grant Conditions	the conditions set out in this document.
Grant Period	the period of the Grant set out in the Award Letter, beginning on the start date as confirmed to us by you.
Grantholder, award holder, successful	the 'Lead Applicant' as identified in the Grant application and as specified in the Award Letter.

applicant(s), you/your	
MRC	Medical Research Council
Organisation	any university, institution, research council or other organisation (other than you) at which the Grant Activities are carried out and/or to which Grant monies are received.
Participant	any person or third party working in any capacity on the Grant Activities or providing access to proprietary materials (including background IP).
PI	Principle Investigator.
Researchfish	the third-party research reporting platform that we use.
Terms and Conditions	the terms and conditions on which the Grant is made, comprising these Grant Conditions, the Award Letter and our Policy and Position Statements as set out by the UKRI and University of Glasgow.
TRI MT	Translational Research Initiative Management Team.
UKRI	UK Research and Innovation
University of Glasgow IP	intellectual property (IP) that is, or has been, created, exemplified or developed (whether in whole or in part) from the Grant Activities.
us, we and our	The University of Glasgow (a charity registered in Scotland with number SC004401).