

2-year Memorial Grant Conditions of Research Grant Award



General Terms

1. The research undertaken must conform to the principles set out by the [NHMRC's Statement on Ethical Conduct in Human Research \(2007\)](#) and [The Australian Code for the Responsible Conduct of Research](#) and any other conditions required by Human Research Ethics Committees.
2. The Recipient will obtain approval from relevant Ethics Committees and will provide copies of all approval forms to the Stroke Foundation. The grant will be withdrawn if required approvals are not obtained by the final date by which the project must commence.
3. Requests for amendments to the terms of this award must be submitted to the Stroke Foundation using the Research Grant Variation Form.
4. The Recipient agrees to perform the activities specified in the original application. If the Recipient is unable to perform, or to continue to perform, activities in relation to the award, they must notify the Stroke Foundation in writing immediately.
5. All correspondence relating to this award should be directed to the Stroke Foundation Research Administration & Compliance Officer via research@strokefoundation.org.au.

Acknowledgement

6. The research must be undertaken at the nominated institution and the Stroke Foundation must be acknowledged in agreed format in any presentation or publication of the work.
7. Suitable acknowledgement should be made of the financial support awarded by the Stroke Foundation in the publication of reports or articles in any scientific journal or other publication. This may take the following form:
"This study was supported in full by the Stroke Foundation."

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Finance

8. Funding for Research Grants will not be released to the nominated institution until all relevant approvals, particularly in relation to ethics and governance, have been received and lodged with the Stroke Foundation prior to the commencement of the research.
9. Funding will be released following receipt of the required documentation as specified in the Letter of Award, which includes relevant evidence that Ethics Committee approval has been obtained and submitted to the Stroke Foundation Research Administration & Compliance Officer.
10. Funding will be released annually and according to yearly budgets, conditional to no more than 70% budgeted in any one year.
11. Expenditure of funds must be in accordance with either:
 - a. the budget submitted in the original application; or
 - b. a variation to the original budget, which is submitted and approved by the Stroke Foundation using the Research Grant Variation Form.
12. Funds that have not been spent at the conclusion of the award must be returned to the Stroke Foundation within 30 days of the invoice issued to the nominated institution.

Reporting

13. A milestone progress report and financial acquittal are required after the first year of the grant (31 March 2022), and a final report and financial acquittal at the conclusion of the grant (31 January 2023). Both must be submitted using the templates provided.
14. Informal project updates provided twice in the first year of the project, and annually thereafter, or as reasonably requested by the Stroke Foundation, used to communicate to Memorial Fund supporters.

NOTE: The Stroke Foundation may request further information and reporting on top of what is required in the Conditions of Research Grant Award.
15. Where the Recipient fails to submit satisfactory reports as required, the Stroke Foundation may terminate funding and determine that all or part of the funding must be repaid.
16. All information provided to the Stroke Foundation in progress and final reports may be used for internal reporting, media releases and in any Stroke Foundation publications.

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Terms of the Award

Application ID:

Recipient:

Institution:

Grant type:

Project title:

Reporting Schedule

Requirement	Due
Informal progress update	30 June 2021
Informal progress update	30 October 2021
Milestone Progress Report	31 March 2022
Annual Financial Acquittal	31 March 2022
Informal progress update	30 October 2022
Final Report	31 January 2023
Final Financial Acquittal	31 January 2023

Acceptance of Offer

I (Chief Investigator), _____,
accept this offer according to the terms and conditions of the award outlined in this
document.

Signed: _____ Date: _____

I (Head of Department in the administering institution/research body),

_____, accept this offer according
to the terms and conditions of the award outlined in this document.

Signed: _____ Date: _____

Signed for and on behalf of (administering institution)