

Conditions of Research Grant Award – Seed

Award Details

Application ID:

Recipient:

Administering Institution:

Grant Period: 1 January 2025 to 30 June 2026

Grant Type: EMCR Seed

Project Title:

General Terms

1. The research undertaken must conform to the principles set out by the NHMRC's [National Statement on Ethical Conduct in Human Research \(2023\)](#) and [The Australian Code for the Responsible Conduct of Research](#) and any other conditions required by Human Research Ethics Committees.
2. The Administering Institution will obtain approval from relevant Ethics Committees and will provide copies of all approval forms to Stroke Foundation. The grant will be withdrawn if required approvals are not obtained by the final date by which the project must commence.
3. The Administering Institution 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, the Administering Institution must notify Stroke Foundation in writing immediately.
4. Stroke Foundation may request amendments to these Conditions from time to time in accordance with its terms with 30 days' notice, in which case the parties, acting reasonably, will discuss such amendments in good faith to reach agreement. Requests from the Administering Institution for amendments to the terms of this award must be submitted to Stroke Foundation using the Research Grant Variation Form.
5. All correspondence relating to this award should be directed to the Stroke Foundation Research Program via research@strokefoundation.org.au and to **(institution email)**, respectively.

Finance

6. Stroke Foundation Research Grants do not fund indirect costs (i.e., institutional fees, infrastructure, overheads).
7. 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 Stroke Foundation prior to the commencement of the research.

8. Funding will be released annually in two equal instalments in each of the award calendar years, by paying the sum to the Administering Institution's nominated Australian bank account as described in the application or as notified in writing from time to time.
 - a. The first instalment (50% of the project budget) will be released from 2025 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 Program.
 - b. The second instalment (50% of the project budget) will be released from 2026 following written confirmation of the project's satisfactory progress (template to be provided) and provision of an invoice to Stroke Foundation.
9. 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 Stroke Foundation using the Research Grant Variation Form.
10. Funds that have not been spent at the at the end of Grant Period, being 30 June 2026, must be returned to Stroke Foundation within 30 days of the invoice issued to the nominated institution.

Acknowledgement

11. The Administering Institution confirms the Recipient has completed our e-learning module on [working effectively with people with lived experience](#).
12. The research must be undertaken at the nominated institution and Stroke Foundation must be acknowledged in agreed format in any presentation or publication of the work.
13. Suitable acknowledgement should be made of the financial support awarded by 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 by funding from Stroke Foundation (Australia; Grant year, Grant type / Application ID)."

Engagement and Reporting

14. Stroke Foundation requires the following at a minimum for each award. Guidance and/or templates will be provided to the Administering Institution:
 - a) A project profile for publication to Stroke Foundation's website and use in the research grant awards media announcement.
 - b) A final report and financial acquittal at the conclusion of the grant (30 June 2026).

- c) A presentation of the project’s findings to Stroke Foundation’s Research Advisory Committee (RAC) following the grant’s conclusion.
 - d) Impact statements as requested for 5 years post-project completion.
 - › Stroke Foundation may also invite Recipients as guest speakers in Stroke Foundation events.
 - › Stroke Foundation may request further information and reporting in addition to what is required in these Conditions. Such reports may be requested for a reasonable time beyond the conclusion of the grant to assist with Stroke Foundation's impact reporting.
 - › Please ensure your contact details are up-to-date and email research@strokefoundation.org.au should they change.
15. Where the Administering Institution fails to submit satisfactory reports as required, Stroke Foundation may terminate funding and determine that all or part of the funding must be repaid.
16. All information provided to Stroke Foundation in progress and final reports may be used for internal reporting, media releases and in any Stroke Foundation publications. It is the responsibility of the Administering Institution to inform Stroke Foundation to withhold dissemination (e.g., awaiting completion of peer-reviewed articles.)
17. Grant Recipients are encouraged to present their project findings in accessible ways for broader distribution to Stroke Foundation’s supporters and stroke community, e.g infographics. This may be in addition to reporting required by the grant, and therefore is optional, but valuable to consumers, funders and researchers as evidence of involvement in the wider community.

Schedule

Engagement and Reporting Requirements	Due Date
Project profile	6 December 2024
Final Report	30 June 2026
Financial Acquittal	30 June 2026
Presentation of project findings to the RAC	Post-project completion, date to be agreed.
Impact statement(s)	As requested for 5 years post-project completion.

Acceptance of Offer

I (Principal Investigator),

_____, acknowledge the terms and conditions of the award outlined in this document.

Signed: _____ Date: _____

Signed for and on behalf of the **(Administering Institution) ABN** by its authorised representative:

Signature

Name

Title

Date

Signed for and on behalf of **Stroke Foundation ABN 42 006 173 379** by its authorised representative:

Signature

Name

Title

Date