



GENERAL TERMS AND CONDITIONS FOR GRANT AWARDS

The following are the CO Research Trust's general terms and conditions for grant awards. Successful applicants will be required to enter into and agree a specific collaboration agreement.

1. To be eligible to apply for a grant with the CO Research Trust ("CORT") your organisation must be either a registered charity; a voluntary group, an association, a social housing association, a local authority, a statutory organisation, an academic body or a combination of the above and be a recognisable and accountable good cause organisation or body.
2. Any grant awarded should only be used for the purpose for which they are awarded and must not be used for any other purpose without CORT prior approval and written authority.
3. Any grant awarded must be used solely by the organisation to which it was given and in strict adherence to the purpose outlined in the successful grant application. Failure to do so, without written approval of CORT, will render the award invalid and any monies and/or equipment granted must be repaid and returned.
4. Grants awarded must not be used for the purchase and use of equipment unless specifically authorised in writing by CORT. Any equipment owned by the applicant which they propose using in accordance with their submitted grant application may be eligible for a one-off payment by CORT representing depreciation of equipment.
5. For academic institutions which normally apply a blanket overhead cost as part of their bid – an overhead contribution may be considered by CORT on a case-by-case basis. This should be highlighted in the project budget and fully broken down.
6. Any CORT offer of a grant which is not formally accepted within three months of the date of the offer, will automatically lapse and be rescinded.
7. Any successful grant applicant must take reasonable care to ensure that the programme/project is conducted in a professional, safe, and proper manner and in accordance with best practice and law in England and Wales.
8. You agree to:
 - make sure that the project is managed in accordance with your project proposal and all terms and conditions of this award, delivering the project in accordance with the agreed milestones.
 - carry out the project with reasonable skill and care using appropriately skilled personnel as would be expected of a similar organisation working in the same or similar field.
 - inform CORT, of any issue or material change that may affect the progress, delivery, or potential or actual exploitation of the project.

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9. Your organisation should ensure you have appropriate liability insurance cover for the project and shall indemnify CORT for any loss, liability, costs, damages for the duration of the award. The total liability of either party to the other under these Terms and Conditions shall be limited to the value of the Grant.
10. Payments of grants will be by bank transfer at agreed milestones (and on receipt of project update reports at those milestones).
11. Grants are awarded on specific individual applications and will not be repeated for the same project.
12. Your organisation must start to draw down and spend the grant within 12 months of it being awarded. In exceptional circumstances, delays may be agreed in writing with CORT. Failure to draw down the grant within the time specified will result in the grant offer being rescinded. Any rescinded grant applicants may be reapply for a grant at a later date.
13. CORT's brand and contribution to the project/programme must be appropriately acknowledged on all promotional media in relation to this programme/project. Failure to adhere to the agreed promotional plan, or our brand guidelines, may result in the grant offer being revoked and any monies and/or equipment awarded reclaimed by CORT. Copies of all promotional media and any feedback must be forwarded to CORT regularly as part of the reporting process.
14. By agreeing to the terms and conditions of any grant award you agree that all and any photos, video material, case studies and other material supplied by your organisation can be used by CORT in its publicity material.
15. CORT retains the right to monitor and audit the programme/project throughout its development and implementation. In accepting the grant offer you agree to provide reports to CORT at agreed intervals and/or on request and at the termination of the programme/project.
16. Within 3 months of the completion of the project, you will provide CORT with the final project report. The final staged payment for the project will be contingent on satisfactory receipt of this. CORT also requires you to identify which stakeholders / organisations would benefit from the research findings.
17. CORT reserves the right to terminate the grant offer and to pursue the return of any grant monies or equipment if it is found out that your organisation has provided false information and/or has not adhered to the terms and conditions of acceptance.
18. CORT accepts no liability for any actions undertaken by any party in relation to the awarding of any funding, or support.
19. You cannot assign, transfer or sub-contract any of your rights or obligations under this agreement to any third party without the written permission of CORT.
20. An award does not create any partnership or joint venture at law. CORT accepts no liability for any consequences, whether direct or indirect, that may come about by undertaking the project, using, and/or ending the award.
21. Except as may be expressly stated in this Agreement, nothing in these Terms and Conditions shall be construed as granting either party any right, title, or interest in any of the other party's Background IP (Intellectual Property Rights that are held by either party at the beginning of the project) or created thereafter, except as an outcome of the project.
22. Your organisation shall have the right to publish the results of this project in line with normal academic practice.
23. An award cannot be used for any political or lobbying activity or purpose.



The CO Research Trust Registered & Business Address:
Aldwych House, Winchester Street, Andover,
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Registered Charity Number: 1110624
Registered in England & Wales Number: 05492850
A Company Limited by Guarantee