



# CSRS-Europe Research Grant (Supported by Medtronic Spine, Europe)

## Terms and Conditions Form:

The terms and conditions for the research grant ('the grant') are set out below. It is important that these terms and conditions are read prior to completing the online application, and in the case that an application is successful, in conjunction with the award letter. Failure to comply with these terms and conditions may lead to the termination of the grant and the CSRS-Europe reserves the right to recover grant monies in part or in full.

### General

1. The CSRS-Europe, through its Scientific Research and Education Committee, has the opportunity to award a research grant **annually** of 10,000 Euros (9016 GBP), to suitable research projects.
2. Applicants must be registered medical practitioners or employed research scientists working in Europe. Applications for the above grant should be for proposed or current work on a specific research project into the causes and treatment of cervical spine conditions arising from disease, malformation, injury and any other conditions that lead to patient suffering from cervical spine disorders. A member of the applying group should be a current member of the CSRS-Europe.
3. The grant is **not available** for funding:
  - Undergraduate education
  - Post-graduate Education involving 'taught' programmes (e.g. Masters courses)
  - Overseas education or training
  - Solely for travel or accommodation expenses
  - Purchase of computer hardware.
  - Reimbursement of logistic, legal or administrative support
4. The grant is primarily to fund the direct research costs of the research project and only reasonable and justified levels of overheads, estates costs or indirect costs will be considered. Excessive overhead costings may lead to an unsuccessful application.
5. Applicants may apply for any amount up to, but not exceeding, the total amount available from the grant (€10,000 (9016 GBP))
6. The grant may be held concurrently with another grant, and is renewable. An application for renewal will be considered in competition with other applications.
7. Individual applicants may only submit one application, including joint applications with a deadline of TBA.
8. Applicants will be notified of the results by the end of January the following year. Funding will be available to start from TBA and the total grant amount will be available over a period of up to three years.
9. The decision of the Scientific Research and Education Committee as to the award of a grant is final and no further correspondence will be entered into. If none of the applications are considered to be of sufficient merit, a grant will not be awarded.

### Pre-Awarding Conditions:

10. Applicants must have obtained, or applied for, approval of their research project from their local Research Ethics Committee. A signed PDF copy of this agreement must be uploaded during the online application process, or alternatively if ethical approval is pending then the date on which the committee will meet must be provided. For projects *not* requiring ethical approval, a signed statement from the project supervisor/head of department, giving the reason why ethical approval is not considered necessary, must be uploaded (PDF format) during the online application process. If the Research Ethics Committee will not be able to accept applications for ethical review unless funding has

been agreed, a signed statement to this effect must be uploaded (PDF format) during the online application process. **Ethical approval must be current at time of application (i.e. not more than one year old) and must be valid for the duration of the project. Approval must relate to the project specified in the application.**

11. Applicants are not required to be engaged in full-time research work. Applicants must however (as part of the application process) **upload a signed letter (PDF format) from their organisation (e.g. Hospital, University) for where the research will be undertaken, clearly stating that they have permission to carry out the proposed research.**

12. Applicants' attention is drawn particularly to the ethical responsibilities of the research sponsor, the principal investigator, and the host organisation for the research. All research involving studies involving human subjects must adhere to the principles and standards for the conduct of research, as set out in the World Medical Association Declaration of Helsinki June 1964 and all subsequently adopted amendments to that declaration.

13. Applicants are required to upload (PDF format) an up to date curriculum vitae including bibliography and two references during the online application process, one of which should be from the head of department. Please note each reference **MUST bear the electronic (scanned) signature of the referee.** For joint applications, each applicant requires two referees (these can be the same for both applicants).

14. For joint applications, correspondence will only be sent to the preferred mailing address.

15. One of the applying research group should be a current member of the CSRS-Europe.

#### **Post-Awarding Conditions:**

15. It is the responsibility of the grant holder, the project supervisor and the host organisation to ensure that the research is organised and carried out within a framework of best practice. The grant holder must ensure that, before the research commences and during the full period of the grant, all the necessary legal and regulatory requirements in order to conduct the research are met, and all the necessary licenses and approvals have been obtained. The grant holder will indemnify the CSRS-Europe against any liability incurred by it howsoever arising from the breach by the grant holder of this clause 15.

16. The details of the application cannot be changed once the grant has been awarded.

17. The grant holder should notify the administrative secretary of CSRS-Europe of the start of the project within two weeks after starting it.

17. The grant holder must submit an interim progress report of approximately **500 words** on the work undertaken **not later than one year after receipt of the grant.**

18. The grant holder must submit a final report of a minimum of **1,500 words** on completion of the work and will be required to **make a podium presentation at the annual meeting of the CSRS-Europe within 3 years of grant receipt.**

19. The grant holder is required to submit invoices covering services or materials provided for the purpose of the research. All invoices **MUST be accompanied by copies of receipts for which reimbursement is sought (except when claiming salaries).** Amounts in excess of half the total value of the grant will only be authorised following receipt of the interim report. Payment of the final quarter of the total grant money will only be authorised following receipt of the final report.

20. In any work published as a result of the grant, due acknowledgement must be made to the CSRS-Europe grant, and copies of the publications sent to the society. In any acknowledgement of support for published reports (excluding research papers), a disclaimer must be added to the effect that the report does not necessarily reflect the views of the CSRS-Europe.

21. The grant holder must liaise with and obtain prior approval from the CSRS-Europe before any press statements are issued with regard to the grant and/or the findings from the research project funded by the grant.

#### **Limitation of Liability:**

22. The CSRS-Europe accepts no responsibility for any costs or liabilities arising from the research funded by the grant. The grant holder will indemnify the CSRS-Europe against any claims for compensation or against any other claims (whether under any statute or regulation or at common law) for which any host organisation may be liable as an employer or otherwise or for which the grant holder or any other person may be liable.

#### **Variation and Termination:**

23. The CSRS-Europe reserves the right to amend these terms and conditions, as well as the grant criteria for each grant and any terms and conditions contained in the award letter. Any changes to these terms and conditions will be posted on the CSRS-Europe website.

24. The CSRS-Europe reserves the right to terminate or suspend the grant, with immediate effect once notice has been given.

25. The grant holder must inform the CSRS-Europe as soon as possible of any change in status which might affect their ability to comply with these terms and conditions.

**Data Protection:**

26. The CSRS-Europe will use information provided in the application for the processing and the assessment of the application, for awarding the grant and for the financial payment and monitoring of the grant. The name of the successful applicant and their research project title will be made available on the CSRS-Europe website following the awarding of the grants, as well as the details of any published work resulting from the research project.

**Law:**

27. The laws of England and Wales shall govern these terms and conditions and all matters relating to these terms and conditions shall be subject to the exclusive jurisdiction of the courts of England and Wales.

**Applications that do not comply with all of the above terms and conditions will be rejected without exception.**

**For more information please contact the administrative secretary of the society**