REQUEST UNDER THE FREEDOM OF INFORMATION ACT 2000

I am writing in response to the request you made to BBSRC under the Freedom of Information Act, which was received on Monday 5 May 2016.

Statement of information requested

Under the Freedom of Information Act/ EIRs, I am seeking further information about the following two grants:
BB/L00819X/1 (on http://gtr.rcuk.ac.uk/projects?ref=BB/L00819X/1 ); and
BB/L00819X/2 (on http://gtr.rcuk.ac.uk/projects?ref=BB/L00819X/2 ).
Please provide me with copies of the full research proposals; letters awarding the grants; contracts between the BBSRC and the applicants and their commercial partner (Oxitec); and all communications with the applicant and their commercial partner.
Thank you in advance for your assistance,

Background

The Biotechnology and Biological Sciences Research Council (BBSRC) is one of seven Research Councils that work together as Research Councils UK (RCUK). It is funded from the Government’s Department for Business, Innovation and Skills. BBSRC’s budget for 2014/15 was £509M and it supports around 1,600 scientists and 2,000 research students in universities and institutes in the UK. Information about BBSRC’s mission can be found on our website at http://www.bbsrc.ac.uk/organisation/mission.aspx.

UK Shared Business Services (UK SBS) provides a range of services, including IT, to BBSRC and other public sector organisations. UK SBS enters contracts on its clients behalf and provides services to them.

Duty to confirm or deny

BBSRC does hold information relating to your request.

Exemptions

Some information will be exempt under the following sections;

Section 41 sets out an exemption from the right to know where the information was provided to the public authority in confidence.

Information will be covered by Section 41 if;

- it was obtained by the authority from any other person,
- its disclosure would constitute a breach of confidence.
- a legal person could bring a court action for that breach of confidence, and
- that court action would be likely to succeed

Information covered by Section 40 states;
If the information constitutes the personal data of third parties, public authorities should consider whether disclosing it would breach the data protection principles. The only one which is likely to be relevant is the first principle. The public authority can only disclose the personal data if to do so would be fair, lawful and meet one of the conditions in Schedule 2 of the DPA (and in the case of sensitive personal data, a condition in Schedule 3).

Further information regarding the Act and Exemptions can be found using the following link https://ico.org.uk/for-organisations/guide-to-freedom-of-information/refusing-a-request/.

Requested Information

Please see the accompanying PDF document for the requested information.

If you have any further questions, please contact me quoting the reference number above.

Yours sincerely

BBSRC Freedom of Information Officer

Publication: please note that this response to your request may be published on a public website.

Complaints Process

If you are dissatisfied with how we have handled your request, you may register a formal complaint with the BBSRC Complaints Officer at complaints.officer@bbsrc.ac.uk, who will conduct an internal review.

If you are not happy with the outcome of the internal review, you have the right to apply directly to the Information Commissioner, Information Commissioner’s Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF, Tel: 01625 545 745, https://ico.org.uk/.
We have received the Grant Transfer Response and would be grateful if you would consider the request to transfer this grant. Please confirm whether the existing additional information and special conditions are required on the version 2 grant or whether there are any new conditions. Many thanks. Transfer Date: 2016-03-01 Transfer Reason: I will taking up a new position as Associate Professor at the Tremough campus of the University of Exeter. Since this campus has perfectly suitable facilities for entomological research I think it would be in the best interests of the project for the grant to be moved with me. who is currently employed as an on the this project is also happy to make the move. We propose to move the grant one month after my start date at Exeter. This is important logistically as the other members of my team will move on the 1 Feb and will take duplicate populations of our key insect stocks and make sure that we have healthy viable populations before we destroy or move our stocks at Silwood. New Grant Organisation: University of Exeter (Siebel Row Id: 1-102-574) New Grant Department: Biosciences (Siebel Row Id: 1-15M-2246) New Contact Name: (Siebel Row Id: 1-1PG-3124)

We have received all the required agreements for this RO transfer. Please now change the RO on this grant from Imperial College London to University of Exeter, (department is: Biosciences). The Grant will start at the new RO on 01/03/2016. Please ensure the new offer document contains the following additional information: A revised Collaborative Agreement must be in place before submitting the start confirmation and a completed copy forwarded to BBSRC. Please can you make sure that specific condition is transferred to suffix 2:- LINK GRANT CONDITIONS LINK COLLABORATION AGREEMENT The Institutions will enter into a formal Collaboration Agreement with the industrial partners in this project and are subject to the terms and conditions relating to the submission of the Collaboration Agreement. However, except where specifically provided for in these conditions, nothing in the Collaborative Agreement can be taken to override or replace the conditions attached to this research grant. USE OF EQUIPMENT BY THIRD PARTIES Council's approval need not be sought for use of equipment, bought with research grant funds for the purpose of this project, by or on behalf of any partner within the Collaboration Agreement. VARIATIONS IN THE COLLABORATION Additional partners may be accepted only if they have special benefits to offer to the project and if there is unanimous agreement amongst the existing partners, and BBSRC agrees. If a partner withdraws, the project may continue after the withdrawal provided the partners agree any amendments to the Collaboration Agreement and the project plan, and BBSRC agrees. FLEXIBILITY RESTRICTION The Institution's attention is drawn to the fact that the flexibility normally allowed under sections of the grant conditions may result in serious dislocation to the project of which this research grant is part. In such circumstances the Council may wish to terminate the grant. Institutions should, therefore, consult the relevant Peer Review Officer to discuss the implications of such changes before they are made and to agree with them such alterations to the project work plan as necessary. In being notified of variations BBSRC will expect the Institution to indicate that the variations have been incorporated in the workplan Thank you.
## BBSRC - Biotechnology and Biological Sciences Research Council

### Transfer Funds Report

**Receiving Grants**

<table>
<thead>
<tr>
<th>Research Organisation</th>
<th>Grant Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td>University of Exeter</td>
<td>BB/L00819X/2</td>
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</table>

**Grant Holder**

<table>
<thead>
<tr>
<th>Research Organisation</th>
<th>Grant Reference</th>
<th>Combined Fund Heading</th>
<th>FEC %</th>
<th>FEC Transfer Balance (GBP)</th>
<th>Transfer Balance (GBP)</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>DI - Staff</td>
<td>80.00</td>
<td>44,922.46</td>
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<td>DI - T&amp;S</td>
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<td></td>
<td></td>
<td>DI - Equipment</td>
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<td>.00</td>
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<td></td>
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<td>DI - Other Costs</td>
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<td></td>
<td>DI - Absence</td>
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<td>.00</td>
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<tr>
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<td>DA - Investigators</td>
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<td></td>
<td>DA - Other Directly</td>
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<td>1,241.42</td>
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<td></td>
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<tr>
<td></td>
<td></td>
<td>Indirect - Indirect Costs</td>
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<td></td>
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<td>.00</td>
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<td></td>
<td></td>
<td>Exception - T&amp;S</td>
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<td>Exception - Equipment</td>
<td>100.00</td>
<td>.00</td>
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<tr>
<td></td>
<td></td>
<td>Exception - Other Costs</td>
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<td>.00</td>
<td>.00</td>
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<td>102,322.78</td>
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***End of Report***
**Offer Acceptance Details**

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<thead>
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<th>Field</th>
<th>Details</th>
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<tbody>
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<tr>
<td>Grant Holder</td>
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</tr>
<tr>
<td>Grant Title</td>
<td>Agricultural pest insect control: combining genetics, resistance management and dynamics</td>
</tr>
<tr>
<td>Organisation</td>
<td>Imperial College London</td>
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<tr>
<td>RO Proposal Reference</td>
<td>Oxitec LINK proposal</td>
</tr>
<tr>
<td>Announced Start Date</td>
<td>1 January 2014</td>
</tr>
<tr>
<td>Announced End Date</td>
<td>31 December 2016</td>
</tr>
<tr>
<td>Earliest Start Date</td>
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</tr>
<tr>
<td>Latest Start Date</td>
<td>31 March 2014</td>
</tr>
<tr>
<td>Document Name</td>
<td>Offer Acceptance</td>
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<tr>
<td>Document Description</td>
<td>Announcement</td>
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<tr>
<td>Document Expiry Date</td>
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</table>

**Acceptance**

- Accept or Decline: Accept
- Estimated Start Date: 1 February 2014
### Combined Funding Streams

**Grant Reference**: BB/L00819X/1

**Organisation**: Imperial College London

**Organisation Reference**: Oxitec LINK proposal

**Grant Holder**: Agricultural pest insect control: combining genetics, resistance management and dynamics

**Grant Title**: Agricultural pest insect control: combining genetics, resistance management and dynamics

**Start Date**: 01 Jan 2014

**End Date**: 31 Dec 2016

**Department**: Life Sciences - Biology

**Grant Status**: Authorised

#### Issue Date: 21 Nov 2013

**Issue Reason**: Grant Offer

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<th>Description</th>
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<th>Directly Allocated</th>
<th>Indirect Costs</th>
<th>Payment Total</th>
<th>Status</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Staff</td>
<td>Travel and Subsistence</td>
<td>Other Costs</td>
<td>Investigators</td>
<td>Estate Costs</td>
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<tr>
<td>2013/14 Q4</td>
<td>£7,466.55</td>
<td>£202.11</td>
<td>£2,264.87</td>
<td>£745.77</td>
<td>£3,664.88</td>
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<tr>
<td>2014/15 Q1</td>
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<td>£202.11</td>
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<td>2014/15 Q2</td>
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<tr>
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<td>£2,283.21</td>
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<td>£3,714.73</td>
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<td>2015/16 Q2</td>
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<tr>
<td>2015/16 Q3</td>
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<td>£2,283.21</td>
<td>£751.81</td>
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<td>£3,744.77</td>
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<tr>
<td>2016/17 Q2</td>
<td>£7,508.33</td>
<td>£266.37</td>
<td>£2,301.71</td>
<td>£757.85</td>
<td>£3,744.77</td>
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<tr>
<td>2016/17 Q3</td>
<td>£7,508.33</td>
<td>£266.37</td>
<td>£2,301.71</td>
<td>£757.85</td>
<td>£3,744.77</td>
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</table>

**Paid to Date**: £0.00

**Outstanding**: £275,764.08

**SubTotal**: £275,764.08

**Grand Total**: £275,764.08
Responsive Mode

PROPOSAL

Responsive Mode - 24 April 2013

Organisation where the Grant would be held

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Imperial College London</th>
</tr>
</thead>
<tbody>
<tr>
<td>Division or Department</td>
<td>Life Sciences - Biology</td>
</tr>
</tbody>
</table>

Project Title [up to 150 chars]

Agricultural pest insect control: combining genetics, resistance management and dynamics

Start Date and Duration

<table>
<thead>
<tr>
<th>a. Proposed start date</th>
<th>01 January 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>b. Duration of the grant (months)</td>
<td>36</td>
</tr>
</tbody>
</table>

Applicants

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Organisation</th>
<th>Division or Department</th>
<th>How many hours a week will the investigator work on the project?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal Investigator</td>
<td>[Redacted]</td>
<td>Imperial College London</td>
<td>Life Sciences - Biology</td>
<td>2</td>
</tr>
</tbody>
</table>

Implications

Are there ethical implications arising from the proposed research? No

Provide details of what they are and how they would be addressed [up to 4000 characters]
### Impact Summary

Impact Summary (please refer to the help for guidance on what to consider when completing this section) [up to 4000 chars]

see lead document

<table>
<thead>
<tr>
<th>Animal Species</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Does the proposed research involve the use of non-human primates?</td>
<td>Yes √ No</td>
</tr>
<tr>
<td>Does the proposed research involve the use of dogs?</td>
<td>Yes √ No</td>
</tr>
<tr>
<td>Does the proposed research involve the use of cats?</td>
<td>Yes √ No</td>
</tr>
<tr>
<td>Does the proposed research involve the use of equidae?</td>
<td>Yes √ No</td>
</tr>
</tbody>
</table>

Please select any other species of animals that are to be used in the proposed research.

- Fish
- Amphibian
- Reptile
- Bird
- Rat
- Mouse
- Other Rodent
- Guinea Pig
- Rabbit
- Cow
- Pig
- Sheep
- Poultry
### Summary of Resources Required for Project

#### Financial resources

<table>
<thead>
<tr>
<th>Summary fund heading</th>
<th>Fund heading</th>
<th>Full economic Cost</th>
<th>BBSRC contribution</th>
<th>% BBSRC contribution</th>
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</thead>
<tbody>
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<td>89116.80</td>
<td>80</td>
</tr>
<tr>
<td></td>
<td>Travel &amp; Subsistence</td>
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<td>3120.00</td>
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<tr>
<td></td>
<td>Other Costs</td>
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<td></td>
<td>Sub-total</td>
<td>148996.00</td>
<td>119196.80</td>
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<tr>
<td>Directly Allocated</td>
<td>Investigators</td>
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<td>8877.31</td>
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<tr>
<td></td>
<td>Estates Costs</td>
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<td>43863.20</td>
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<tr>
<td></td>
<td>Other Directly Allocated</td>
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<td>80</td>
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<tr>
<td></td>
<td>Sub-total</td>
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<td>Indirect Costs</td>
<td>Indirect Costs</td>
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<tr>
<td>Exceptions</td>
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<tr>
<td></td>
<td>Other Costs</td>
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<td>0.00</td>
<td>100</td>
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<tr>
<td></td>
<td>Sub-total</td>
<td>0.00</td>
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<td></td>
<td>Total</td>
<td>342892.64</td>
<td>274314.11</td>
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#### Summary of staff effort requested

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<tr>
<th>Months</th>
<th>Investigator</th>
<th>Researcher</th>
<th>Technician</th>
<th>Other</th>
<th>Visiting Researcher</th>
<th>Student</th>
<th>Total</th>
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<tr>
<td>2</td>
<td>36</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0</td>
<td>0</td>
<td>38</td>
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</table>
## Joint Proposals

Complete this section if more than one organisation is submitting a BBSRC proposal form for this project.

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Is this part of a joint proposal?</td>
<td>Yes</td>
<td>No</td>
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<tr>
<td>Are you the lead RO?</td>
<td>Yes</td>
<td>No</td>
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<tr>
<td>Joint reference</td>
<td>P182570X</td>
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Staff

### Directly Incurred Posts

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<tr>
<th>Role</th>
<th>Name /Post Identifier</th>
<th>Start Date</th>
<th>Period on Project (months)</th>
<th>% of Full Time</th>
<th>Scale</th>
<th>Increment Date</th>
<th>Basic Starting Salary</th>
<th>London Allowance (E)</th>
<th>Superannuation and NI (£)</th>
<th>Total cost on grant (£)</th>
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<td>Researcher</td>
<td>RA, Level A, Pt 22</td>
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### Applicants

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<th>Name</th>
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<th>Contracted working week as a % of full time work</th>
<th>Total number of hours to be charged to the grant over the duration of the grant</th>
<th>Average number of hours per week charged to the grant</th>
<th>Rate of Salary pool/banding</th>
<th>Cost estimate</th>
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<td>2</td>
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<td>11097</td>
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<td>11097</td>
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### Travel and Subsistence

<table>
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<td>Outside UK Conferences - international</td>
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<tr>
<td>Within UK Travel - grant meetings</td>
<td>600</td>
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<td>Within UK Conference - national</td>
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### Other Directly Incurred Costs

<table>
<thead>
<tr>
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<th>Total £</th>
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<tbody>
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<td>Culture cages - consumables</td>
<td>3000</td>
</tr>
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<td>Gel tanks/power pack - consumables</td>
<td>1500</td>
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<td>Laboratory consumables</td>
<td>21000</td>
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<tr>
<td>Multichannel pipettes</td>
<td>2700</td>
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<tr>
<td>Biorad PCR machine</td>
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### Other Directly Allocated Costs

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<td>Infrastructure Technicians</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>4238</strong></td>
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**Proposal Classifications**

**Research Area:**
Research Areas are the subject areas in which you may have expertise and you should select at least one of these. Once you have selected the relevant Research Area(s), please ensure that you set one as primary to facilitate the reviewer selection process.

To add or remove Research Areas use the relevant link below. To set a primary area, click in the corresponding checkbox and then the Set Primary Area button that will appear.

<table>
<thead>
<tr>
<th>Subject</th>
<th>Topic</th>
<th>Keyword</th>
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<tbody>
<tr>
<td>Agri-environmental science</td>
<td>Crop protection [Primary]</td>
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<tr>
<td>Ecology, biodiversity and systematics</td>
<td>Population Ecology</td>
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<tr>
<td>Genetics and development</td>
<td>Evolution and populations</td>
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<tr>
<td>Genetics and development</td>
<td>Population Genetics/Evolution</td>
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Offer Acceptance Details

Grant Reference: BB/L00819X/2
Grant Holder: [Redacted]
Grant Title: Agricultural pest insect control: combining genetics, resistance management and dynamics
Organisation: University of Exeter
RO Proposal Reference: Oxitec LINK proposal
Announced Start Date: 1 March 2016
Announced End Date: 31 March 2017
Earliest Start Date: 1 March 2016
Latest Start Date: 1 June 2016
Document Name: Offer Acceptance
Document Description: Announcement
Document Expiry Date: 29 April 2016

Acceptance
Accept or Decline: Accept
Estimated Start Date: 1 March 2016
## Combined Funding Streams

**Grant Reference**: BB/L00819X/2  
**Organisation**: University of Exeter  
**Organisation Reference**: Oxitec LINK proposal  
**Grant Holder**: Agricultural pest insect control: combining genetics, resistance management and dynamics  
**Grant Title**: Funding Stream: Combined Funding Streams

**Start Date**: 01 Mar 2016  
**End Date**: 31 Mar 2017  
**Department**: Biosciences  
**Grant Status**: Authorised

**Issue Date**: 15 Apr 2016  
**Issue Reason**: Grant Offer

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<td>Investigators</td>
<td>Estate Costs</td>
<td>Other Directly Allocated</td>
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<td>£322.69</td>
<td>£2,414.65</td>
<td>£333.47</td>
<td>£4,118.04</td>
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**Paid to Date**: £0.00  
**Outstanding**: £102,322.78  
**SubTotal**: £102,322.78  
**Grand Total**: £102,322.78
Dear Head of Department

**GRANT OFFER: Research Grant, Responsive Mode**

**GRANT TITLE: Agricultural pest insect control: combining genetics, resistance management and dynamics**

The BBSRC is offering a grant towards the cost of the above project, subject to the terms and conditions set out below.

Return of the 'Offer Acceptance' will be taken as acceptance of the grant on the terms stated. If you are unable to accept the grant you should return a 'Decline' confirmation as soon as possible. Upon receipt of the 'Offer Acceptance' a 'Start Confirmation' request will be issued.

Grants are cash limited and expenditure against the grant must not exceed the value awarded apart for reasons stated in the standard terms and conditions.

Please note copies of this letter have not been sent to the grant holder and co-investigators (as appropriate); it is your responsibility to distribute copies as is necessary.

Yours faithfully

Grants Pre Award Team
UK SBS
A service provided on behalf of BBSRC
Organisation: University of Exeter
Grant Holder: [Redacted]
Grant Title: Agricultural pest insect control: combining genetics, resistance management and dynamics
Starts: 1 March 2016   Ends: 31 March 2017   Duration: 13

GRANT VALUE

Funds Awarded

<table>
<thead>
<tr>
<th></th>
<th>Authorised FEC (£)</th>
<th>RC Contribution ( £)</th>
<th>WAFEC</th>
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<tr>
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<td>Indexation</td>
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<td>DI - T&amp;S</td>
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<td>DA - Estate Costs</td>
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<td>DA - Other Directly Allocated</td>
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<td>Indirect - Indirect Costs</td>
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</table>

Cost of Access to Facilities
(Funds not awarded to Grant Holding Organisation)

STAFF

Staff Summary

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<tr>
<th></th>
<th>Authorised FEC ( £)</th>
<th>RC Contribution ( £)</th>
<th>Number Of Staff Months</th>
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Staff and DI Investigator Details

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<th></th>
<th>Start Date</th>
<th>End Date</th>
<th>Duration</th>
<th>FTE</th>
<th>Name or Post Identifier</th>
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DA Investigator Details

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<th>Name or Post Identifier</th>
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</table>

EQUIPMENT DETAILS

<table>
<thead>
<tr>
<th>Description</th>
<th>Delivery Date</th>
<th>Country Of Origin</th>
<th>Total Value</th>
</tr>
</thead>
</table>

FACILITY AND SERVICE DETAILS
GRANT ADDITIONAL INFORMATION

This is a transferred grant.

In line with the implementation of the Wakeham review, the indirect costs on this grant have been adjusted by the efficiency factor associated with the efficiency group in which your organisation has been placed, which in most cases results in a reduction compounded over the duration of the grant. Further information is available at http://www.rcuk.ac.uk/research/Efficiency/Pages/Efficiency2011.aspx

GRANT CONDITIONS

A revised Collaborative Agreement must be in place before submitting the start confirmation and a completed copy forwarded to BBSRC.

Priority Areas:

Your project has been classified within the BBSRC Crop Science, Systems Approaches to the Biosciences, and Collaborative Research with Users priority areas. A condition of award is that you will attend and contribute to events hosted by BBSRC to promote these priority areas if asked to do so. Costs associated with attending these events will be covered separately by BBSRC.

LINK GRANT CONDITIONS

LINK COLLABORATION AGREEMENT

The Institutions will enter into a formal Collaboration Agreement with the industrial partners in this project and are subject to the terms and conditions relating to the submission of the Collaboration Agreement. However, except where specifically provided for in these conditions, nothing in the Collaborative Agreement can be taken to override or replace the conditions attached to this research grant. The Collaborative Agreement must be in place within three months of this award and a completed copy forwarded to BBSRC.

USE OF EQUIPMENT BY THIRD PARTIES

Council's approval need not be sought for use of equipment, bought with research grant funds for the purpose of this project, by or on behalf of any partner within the Collaboration Agreement.

VARIATIONS IN THE COLLABORATION

Additional partners may be accepted only if they have special benefits to offer to the project and if there is unanimous agreement amongst the existing partners, and BBSRC agrees. If a partner withdraws, the project may continue after the withdrawal provided the partners agree any amendments to the Collaboration Agreement and the project plan, and BBSRC agrees.

FLEXIBILITY RESTRICTION

The Institution's attention is drawn to the fact that the flexibility normally allowed under sections of the grant conditions may result in serious dislocation to the project of which this research grant is part. In such circumstances the Council may wish to terminate the award. Institutions should, therefore, consult the relevant Peer Review Officer to discuss the implications of such changes before they are made and to agree with them such alterations to the project workplan as necessary. In being notified of variations BBSRC will expect the Institution to indicate that the variations have been incorporated in the workplan.

CALL CONDITIONS
RESEARCH COUNCIL CONDITIONS

SCHEME CONDITIONS

Terms and Conditions of Grants

Terms and Conditions of Research Council fEC Grants

These terms and conditions relate to grants, comprising Research Grants and Fellowships, costed and funded on the basis of full economic costs (fEC), calculated in accordance with the TRAC methodology (universities and other higher education bodies) or by an equivalent methodology by other Research Organisations.

Grants awarded by the Research Councils are made to Research Organisations on the basis of this single set of core terms and conditions. The Research Councils are:

* Arts and Humanities Research Council (AHRC)
* Biotechnology and Biological Sciences Research Council (BBSRC)
* Economic and Social Research Council (ESRC)
* Engineering and Physical Sciences Research Council (EPSRC)
* Medical Research Council (MRC)
* Natural Environment Research Council (NERC)
* Science and Technology Facilities Council (STFC)

Individual Councils may add additional conditions to the grant to reflect the particular circumstances and requirements of their organisation, or the nature of a particular grant. Acceptance of a grant constitutes acceptance of both the core conditions and any additional conditions. Any request by the grant holder to the Council to vary these terms and conditions must be submitted through the Je-S grants maintenance facility and approved in writing by someone authorised to do so on behalf of the Council.

The Research Councils reserve the right to vary these terms and conditions

Definitions

Research Council: any of the bodies listed above.

Grant: support for a proportion of the full economic costs of a project. A Grant may be either a Research Grant or a Fellowship.

* Research Grant: a contribution to the costs of a stated research project which has been assessed as suitable for funding through the procedures established by the relevant Research Council.
* Fellowship Grant: an award made through a fellowship competition providing a contribution to the support of a named individual. It covers the cost of the time dedicated by the fellow to their personal research programme, and may or may not include research support costs.

Grant Holder: the person to whom the grant is assigned and who has responsibility for the intellectual leadership of the project and for the overall management of the research. The Grant Holder is either the Principal Investigator (in the case of a Research Grant) or a Research Fellow (in the case of a Fellowship Grant)

Co-Investigator: a person who assists the Grant Holder in the management and leadership of a project.

Research Organisation: the organisation to which the grant is awarded and which takes responsibility for the management of the research project and the accountability of funds provided.

Full Economic Costs (fEC): a cost which, if recovered across an organisation's full programme, would recover the total cost (direct, indirect and total overhead) including an adequate recurring investment in the organisation's infrastructure.

Directly Incurred Costs: costs that are explicitly identifiable as arising from the conduct of a project, are charged as the cash value actually spent and are supported by an audit record.

Directly Allocated Costs: the costs of resources used by a project that are shared by other activities. They are charged to projects on the basis of estimates rather than actual costs and do not represent actual costs on a project-by-project basis.

Indirect Costs: non-specific costs charged across all projects based on estimates that are not otherwise included as Directly Allocated Costs. They include the costs of the Research Organisation's administration such as personnel, finance, library and some departmental services.

Exceptions: Directly Incurred Costs that Research Councils fund at 100% of FEC, subject to actual expenditure incurred, or items that are outside FEC.

Transparent Approach to Costing (TRAC): an agreed methodology used by universities and other higher education bodies for calculating full economic costs.

Funding Assurance Programme: a programme of visits and office-based tests to seek assurance that grant funds are used for the purpose for which they are given and that grants are managed in accordance with the terms and conditions under which they are
The Research Organisation must ensure that the requirements of the Employing Organisation under the Department of Health's
afford the eligibility to hold a grant.

* The Research Organisation must ensure that he or she is able to maintain independence and focus on their persona! research programme.
* The Research Organisation must integrate the Research Fellow within the research activities of the host department, whilst
* The Research Organisation must appoint a Research Fellow as an employee for the full duration of the award.

To meet the Research Councils' obligations for public accountability and the dissemination of information, contents of funded research proposals will also be made available on the Research Councils' websites and other publicly available databases, including Gateway to Research, and in reports, documents and mailing lists.

After completion of the grant, the Research Council may contact the Grant Holder concerning funding opportunities or events, or for the purposes of evaluation. In some instances, the Research Council may wish to authorise an affiliate organisation to contact the Grant Holder on its behalf. It is assumed that, by agreeing to these terms and conditions, the Research Organisation consents to this on behalf of the Grant Holder, but if the Grant Holder prefers not to be contacted in this way, he or she should state this to the Research Council. Grant Holders may choose to opt out at any point, provided they comply with all other terms and conditions associated with the grant.

Freedom of Information Act and Environmental Information Regulations.

Attention is drawn to the provisions of the Freedom of Information Act 2000 (FOIA) and the Environmental Information Regulations (EIRs). Research Councils have issued Publication Schemes which set out the types of information publicly available on their websites or published as documents. In addition, Research Councils have the obligation to respond to specific requests and may be required to disclose information about or provided by Research Organisations. In some cases the Research Council may consult the Research Organisation before disclosure, but it is under no obligation to do so. If a Research Organisation considers that any information it provides to a Research Council would be subject to an exemption under FOIA or the EIRs it should clearly mark the information as such and provide an explanation of why it considers the exemption applies and for how long. The Research Council will consider this explanation before disclosure, but it is not obliged to accept it as binding.

Where a Research Council determines that a Research Organisation is holding information on its behalf that it requires in order to comply with its obligations under FOIA or EIRs, the Research Organisation undertakes to provide access to such information as soon as reasonably practicable on request of the Research Council and in any event within 5 working days.

In some cases Research Organisations may be directly responsible for complying with FOIA and the EIRs; in such cases the Research Councils accept no responsibility for any failure to comply by the Research Organisations.

Grant Conditions GC1 - GC25 GC 1 Responsibilities of the Research Organisation

* The Research Organisation must ensure that any part of the Full Economic Cost of the project not funded by the Research Council grant is committed the project before it starts.
* The Research Organisation must ensure that the Grant Holder and Co-Investigators are made aware of their responsibilities and that they observe the terms and conditions of grants.
* The Research Organisation must ensure that the research supported by the grant complies with all relevant legislation and Government regulation, including that introduced while work is in progress. This requirement includes approval or licence from any regulatory body that may be required before the research can commence.
* The Research Organisation is expected to adopt the principles, standards and good practice for the management of research staff set out in the 2008 Support the Career Development of Researchers, and subsequent amendments. The Research Organisation must create an environment in which staff are selected and treated on the basis of their merits, abilities and potential. It must ensure that reliable systems and processes are in place so the principles of the Concordat are embedded into practice within the Research Organisation. It must ensure compliance with all relevant legislation and Government regulation, including any subsequent amendments introduced while work is in progress.
* The Research Organisation is responsible for compliance with the terms of the Equality Act 2010 including any subsequent amendments introduced while work is in progress; and for ensuring that the expectations set out in the RCUK statement of expectations for equality and diversity are met.
* The Research Organisation is expected to adopt the principles, standards and good practice for public engagement with research set out in the 2010 Concordat for Engaging the Public with Research: http://www.rcuk.ac.uk/per/Pages/Concordat.aspx. The Research Organisation must create an environment in which public engagement is valued, recognised and supported. It must ensure that reliable systems and processes are in place so the principles of the Concordat are embedded into practice within the Research Organisation.
* The Research Organisation must appoint a Research Fellow as an employee for the full duration of the award.
* The Research Organisation must integrate the Research Fellow within the research activities of the host department, whilst ensuring that he or she is able to maintain independence and focus on their personal research programme.
* The Research Organisation must notify the Research Council of any change in its status, or that of the Grant Holder, that might affect the eligibility to hold a grant.
* The Research Organisation must ensure that the requirements of the Employing Organisation under the Department of Health's
Research Governance for Health and Social Care (or equivalent) are met for research involving NHS patients, their organs, tissues or data, and that the necessary arrangements are in place with partner organisations. Where it also accepts the responsibilities of a Sponsor (as defined in the Governance Framework), it must also ensure that the requirements for Sponsors are met.

- The Research Organisation must ensure proper financial management of grants and accountability for the use of public funds.
- The Research Organisation must ensure that adequate business continuity plans are in place to ensure that operational interruptions to the research are minimised.

GC 2 Research Governance

It is the responsibility of the Research Organisation to ensure that the research is organised and undertaken within a framework of best practice that recognises the various factors that may influence or impact on a research project. Particular requirements are to ensure that all necessary permissions are obtained before the research begins, and that there is clarity of role and responsibility among the research team and with any collaborators. The Research Councils expect research to be conducted in accordance with the highest standards of research integrity and research methodology.

Research Ethics

The Research Organisation is responsible for ensuring that ethical issues relating to the research project are identified and brought to the attention of the relevant approval or regulatory body. Approval to undertake the research must be granted before any work requiring approval begins. Ethical issues should be interpreted broadly and may encompass, among other things, relevant codes of practice, the involvement of human participants, tissue or data in research, the use of animals, research that may result in damage to the environment and the use of sensitive economic, social or personal data.

Use of Animals in Research

Wherever possible, researchers must adopt procedures and techniques that avoid the use of animals. Where this is not possible, the research should be designed so that:

- The least sentient species with the appropriate physiology is used.
- The number of animals used is the minimum sufficient to provide adequate statistical power to answer the questions posed.
- The severity of procedures performed on animals is kept to a minimum. Experiments should be kept as short as possible. Appropriate anaesthesia, analgesia and humane end points should be used to minimise any pain and suffering.

The provisions of the Animals (Scientific Procedures) Act 1986, and any amendments, must be observed and all necessary licences must have been received before any work requiring approval takes place.

N.B. Please see GC5 "Changes in Research Project" in the event of any proposal to change the arrangements for use of animals in a Research project.

Medical and Health Research

The Research Organisation is responsible for managing and monitoring the conduct of medical and health research in a manner consistent with the Department of Health's Research Governance Framework for Health and Social Care (or equivalent). There must be effective and verifiable systems in place for managing research quality, progress and the safety and well-being of patients and other research participants. These systems must promote and maintain the relevant codes of practice and all relevant statutory review, authorisation and reporting requirements.

Research involving human participants or data within the social sciences that falls outside the Department of Health's Research Governance Framework must meet the provisions and guidelines of the ESRC's Research Ethics Framework. While this research may involve patients, NHS staff or organisations, it is defined as research that poses no clinical risk or harm to those who are the subjects of research. Research Organisations must ensure that appropriate arrangements are in place for independent ethics review of social science research that meets local research ethics committee standards.

Significant developments must be assessed as the research proceeds, especially those that affect safety and well-being, which should be reported to the appropriate authorities and to the Research Council. The Research Organisation must take appropriate and timely action when significant problems are identified. This may include temporarily suspending or terminating the research.

The Research Organisation is responsible for managing and monitoring statutory requirements for which it accepts responsibility, for example, in relation to legislation on clinical trials, use of human organs, tissues and data.

Guidance by the MRC on the conduct of medical research, and by ESRC on the conduct of social science research, provided on behalf of all Research Councils, must be observed.

Health and Safety

The Research Organisation is responsible for ensuring that a safe working environment is provided for all individuals associated with a research project. Its approach and policy on health and safety matters must meet all regulatory and legislative requirements and be consistent with best practice recommended by the Health & Safety Executive.

Appropriate care must be taken where researchers are working off-site. The Research Organisation must satisfy itself that all reasonable health and safety factors are addressed.

The Research Councils reserve the right to require the Research Organisation to undertake a safety risk assessment in individual
cases where health and safety is an issue, and to monitor and audit the actual arrangements made.

Misconduct and Conflicts of Interest

The Research Organisation is required to have in place procedures for governing good research practice, and for investigating and reporting unacceptable research conduct, that meet the requirements set out in the Concordat to Support Research Integrity (2012) http://www.universitiesuk.ac.uk/highereducation/Pages/Theconcordattosupportresearchintegrity.aspx and the Research Councils' Code of Conduct and Policy on the Governance of Good Research Conduct (2009) and any subsequent amendments. The Research Organisation must on request provide information on its management of research integrity and ethics in response to the Research Councils' assurance questions, as described at: http://www.rcuk.ac.uk/funding/researchintegrity/

The Research Organisation must ensure that potential conflicts of interest in research are declared and subsequently managed.

GC 3 Use of Funds

Subject to the following conditions, grant funds may be used, without reference to the Research Council, in such a manner as to best carry out the research.

Grant funds include a provision for inflation based on the GDP Deflators published by HM Government. The value of the grant may be varied by the Research Council during the lifetime of the grant in accordance with the deflators or to take into account any other Government decisions affecting the funding available to the Research Councils. Grant funds are provided for a specific research project. Under no circumstances may Directly Incurred and Exceptions funds be used to meet costs on any other grant or activity.

Directly Incurred and Exceptions funds cannot be used to meet the costs of an activity that will fall beyond the actual end date of the grant, e.g. when travel falls after the end of the grant, the costs cannot be charged to the grant even if the tickets, etc. can be purchased in advance.

Any proposal to purchase an item of equipment in the last 6 months of the grant is subject to prior written approval by the Research Council. The Research Council will wish to be assured that the item of equipment is essential to the research.

GC 4 Starting Procedures

The process for activating a grant consists of two separate stages. The Research Organisation must formally accept the grant by completing and returning the Offer Acceptance within 10 working days of the offer letter being issued. Returning the Offer Acceptance will result in the Start Confirmation and the Payment Schedule being issued. The Start Confirmation must be submitted within 42 (calendar) days of the research/training starting and the start date shown on the start confirmation will be regarded as the start date of the grant. The start of the grant may be delayed by up to 3 months from the start date shown in the offer letter, the duration of the grant remaining unchanged. The grant may lapse if it is not started within this period. The start of the grant may precede the start date shown in the offer letter, but must not be earlier than the date of the offer letter itself.

The start of the grant should be defined as follows:

For research grants with DI staff: the date on which the first DI staff supported by the grant start work;

For research grants with DI staff, but where it is intended that staff should not be in post at the start of the grant: the date on which expenditure on any other DI or DA (excluding estates) heading first occurs;

For research grants without DI staff: the date on which any DI or DA (excluding estates) expenditure first occurs.

Grants may not be started in any other way without prior approval from the Research Council.

Expenditure may be incurred prior to the start of the grant and be subsequently charged to the grant, provided that it does not precede the date of the offer letter.

GC 5 Changes in Research Project

The Research Council must be consulted in the event of any major change in the proposed research, including failure to gain access to research facilities and services, or to gain ethical committee approval for the research, particularly those which make it unlikely that the objectives of the research can be achieved.

In addition, for research involving the use of animals or human participation, any substantive changes from the experimental design endorsed by the awarding Board or Panel that might impact on the ethical characteristics of the award must be authorised by the Research Council. Such changes would include, but may not be limited to, the use of different animal species and/or the experimental design or clinical protocol.

If appropriate, revised proposals may be required. The Research Council reserves the right to make a new grant in place of the existing grant, or to revise, retain or terminate the existing grant.

It is the responsibility of the Research Organisation to manage the resources on the grant, including the staff, and the Research Council need not be consulted if staffing levels on the grant are changed. However, a proportionate reduction should be made in the value of Estates, Indirect Costs and Infrastructure Technicians claimed by the Research Organisation in the following circumstances:
1. a post that attracts these costs is not filled.
2. a staff member who attracts these costs leaves more than six months before the end of the period for which the post was funded and is either not replaced, or is replaced by a category of staff that does not attract the costs e.g. project student or technician.

GC 6 Transfers of Funds between Fund Headings

Transfers of funds between fund headings are permitted only within and between Directly Incurred costs and Exceptions, excluding equipment. Equipment funding is ring-fenced and transfers into or out of the equipment headings, whether under Directly Incurred or Exceptions, is not permitted. Transfers will be at the rate applicable for the heading, as set out in the award letter. Funds can only be transferred and used to meet the cost of activity or activities that meet the agreed aims and objectives of the project. While approval does not need to be sought from the Research Council for transfer of funds, the Research Councils reserve the right to query any expenditure outlined in the Final Expenditure Statement, which has not been incurred in line with the Grant Terms and Conditions.

GC 7 Extensions

Research Grants: After a research grant has started, the duration may be extended at no additional cost by an overall total of up to 12 months, subject to prior written approval. Extensions will be allowed where they are necessary to enable work to be completed following delays due to:

* breaks or delays in the appointment of staff;
* maternity, paternity, adoption, shared parental or paid sick leave;
* extended jury service; or
* changes from full-time to part-time working.

In the case of other, exceptional, circumstances, the duration may be extended, at the discretion of the Research Council.

Extensions will be limited to the additional time needed to complete the research. Any request for an extension should therefore state the reasons for the delay and explain how the extra time requested will enable the remaining work to be completed.

Fellowship Grants: After a fellowship grant has started, the duration may be extended to cover maternity leave, paternity leave, adoption leave, shared parental leave, extended jury service or paid sick leave for a Research Fellow in line with the terms and conditions of the fellow’s employment. Otherwise, the conditions for extending Fellowship grants are the same as apply to research grants.

Requests for extensions should be made via the Grant Maintenance facility in JeS once the required duration is known and before the grant ends.

GC 8 Staff

The Research Organisation must assume full responsibility for staff funded from the grant and, in consequence, accept all duties owed to and responsibilities for these staff, including, without limitation, their terms and conditions of employment and their training and supervision, arising from the employer/employee relationship.

The Research Organisation must provide research staff with a statement, at the outset of their employment, setting out the provisions for career management and development, including personal skills training, and ensure that they have access to appropriate training opportunities.

Provided it is related to the research project on which they are currently working, Research staff and Research Fellows may, during normal working hours, undertake teaching and demonstrating work, including associated training, marking and examination duties, for up to an average of 6 hours a week (pro rata for part-time staff) calculated over the period that they are supported on the grant.

GC 9 Maternity, Paternity, Adoption and Parental Leave

The research organisation will be compensated at the end of the grant to cover any additional net costs, that cannot be met within the cash limit, of paid maternity, paternity, adoption and parental leave for staff within the Directly Incurred and Exceptions fund headings (excluding the principal and co-investigators, unless they are also research fellows or research assistants funded by the grant) if they fulfil the relevant qualifying conditions of the employing Research Organisation. The net cost is the amount paid to the individual less the amount the Research Organisation can recover for Statutory Maternity Pay and Statutory Adoption Pay from HMRC.

Maternity, paternity, adoption and parental pay is payable by the Research Council only for directly incurred staff that are funded for 100% of their contracted time on the grant (apart from staff acting as principal or co-investigators unless they are also research fellows or research assistants funded by the grant).

Grant funds, within the announced cash limit, may be used to meet the costs of making a substitute appointment and/or extending the grant to cover a period of maternity, paternity, adoption or parental leave for staff within the Directly Incurred and Exceptions fund headings (excluding the principal and co-investigators, unless they are also research fellows or research assistants funded by the grant). The duration of a grant will be extended only if the period can be accommodated within the maximum period allowed for extensions. Directly Allocated and Indirect funds will not be increased as a result of such extensions.

Research Grants: Research Grant funds may be used to meet the costs of paid maternity, paternity, parental and adoption leave only to the extent that it is taken during the original period of the grant. The Research Organisation will be responsible for any
liability for maternity, paternity, parental and adoption leave pay for staff supported by the grant outside the original period of the grant. If, for example, the original end date of a grant falls while a member of research staff is part-way through her maternity leave, the Research Organisation will be responsible for that part of the maternity leave which is taken after the original end date.

Fellowship Grants: Fellows are entitled to take maternity, paternity, adoption or parental leave in accordance with the terms and conditions of the fellow's employment. If requested, consideration will be given to allowing a fellowship grant to be placed in abeyance during the absence of the Research Fellow for maternity, paternity, adoption or parental leave, and the period of the fellowship extended by the period of leave. Consideration will be given to requests to continue the fellowship on a flexible or part-time basis to allow the Research Fellow to meet caring responsibilities.

**GC 10 Sick Leave**

The Research Organisation will be compensated at the end of the grant to cover any additional net costs, that cannot be met within the cash limit, of paid sick leave for staff within the Directly Incurred and Exceptions fund headings (excluding the Principal and Co-Investigators, unless they are also Research Fellows or Research Assistants funded by the grant) who fulfil the qualifying conditions of the Research Organisation. The net cost is the amount paid to the individual less the amount the Research Organisation can recover from HMRC.

Sick pay is payable by the Research Council only for directly incurred staff that are funded for 100% of their contracted time on the grant (apart from staff acting as principal or co-investigators unless they are also research fellows or research assistants funded by the grant).

Grant funds, within the announced cash limit, may be used to meet the approved costs of making a substitute appointment and/or extending the grant to cover a period of sick leave for staff within the directly incurred and exceptions fund headings (excluding the principal and co-investigators, unless they are also research fellows or research assistants funded by the grant). The duration of a grant will be extended only if the period can be accommodated within the maximum period allowed for extensions. Directly Allocated and Indirect funds will not be increased as a result of such extensions.

Research Grants: Research Grant funds may be used to meet the costs of paid sick leave only to the extent that it is taken during the original period of the grant. The Research Organisation will be responsible for any liability for sick leave pay for staff supported by the grant outside the original period of the grant. Where there is a continuous period of sick leave in excess of 3 months, the Research Organisation may apply to the Research Council to discuss the possibility of a substitute appointment to safeguard progress on the project. Where a Research Assistant has been on sick leave in excess of 3 months the Research Organisation must comply with all their obligations to consider reasonable adjustments before making a substitute appointment. Where a Research Assistant has been on sick leave for an aggregate (not necessarily continuous) period in excess of 3 months, where this is due to a single condition or a series of related conditions, the Research Organisation may request an extension to the duration of the project.

Fellowship Grants: Fellows are entitled to take sick leave in accordance with the research organisation's terms and conditions. If requested, consideration will be given to allowing a fellowship grant to be placed in abeyance during the absence of the Research Fellow due to sick leave, and the period of the fellowship extended by the period of sick leave. The additional salary costs for the fellow (pro rata to their percentage FTE on the fellowship) should be claimed, as necessary, at the end of the extended period.

**GC 11 Procurement of Equipment**

The procurement of equipment, consumables and services, including maintenance, must comply with all relevant national and EU legislation and the Research Organisation's own financial policy and procedures. Accepted procurement best practice in the higher education sector must be observed. For all equipment and services where the contract value is more than £25,000, excluding VAT, professionally qualified procurement staff must be consulted before the procurement process begins, and, where appropriate, at the market research stage, and must approve the order/contract before it is placed with a supplier.

**GC 12 Ownership and Use of Equipment**

Equipment purchased from grant funds is primarily for use on the research project for which the research grant was awarded, and belongs to the Research Organisation. In certain circumstances the Research Council may wish to retain ownership throughout the period of the grant and possibly beyond. In such cases, the grant will be subject to an additional condition.

The Research Council must be informed if, during the life of the research grant, the need for the equipment diminishes substantially or it is not used for the purpose for which it was funded. The Research Council reserves 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 is subject to prior approval by the Research Council. After the research project has ended, the Research Organisation is free to use the equipment without reference to the Research Council, but it is nevertheless expected to maintain it for research purposes as long as is practicable.

Where there is spare capacity in the use of the equipment, the Research Council expects this to be made available to other users. Priority should be given to research supported by any of the Research Councils and to Research Council-funded students.

**GC 13 Transfer of a Grant to another Research Organisation**

The Research Organisation must send a request via the Grant Maintenance facility in Je-S if the Grant Holder intends to transfer to another organisation. If this organisation is eligible to hold grants, and is able to provide a suitable environment to enable the project to be successfully completed, the expectation is that the grant would be transferred with the Grant Holder. Written agreement to this is required from both the relinquishing and receiving organisations; this will normally be triggered automatically by the initial request to Je-S.
The Research Council will wish to be assured that satisfactory arrangements have been agreed that will enable the project to be undertaken, or to continue, in accordance with its research objectives. If suitable arrangements cannot be agreed, the Research Council will consider withdrawing its support or terminating the grant.

Where there is a basis for continuing involvement by the relinquishing organisation, agreement should be reached between both organisations on the apportionment of work and the distribution of related funding.

Grants will not be re-costed following transfer. The unspent balance of Directly Incurred and Exceptions costs will be transferred to the receiving Research Organisation. In the case of Directly Allocated and Indirect costs, a pro rata share, based on the time elapsed on the grant at the point of transfer, will be transferred to the receiving research organisation. The receiving organisation will be required to confirm, by return of an offer acceptance, that it will provide any additional resources needed to complete the project.

GC 14 Change of Grant Holder

Research Grants: The Research Organisation must consult the Research Council via the Grant Maintenance facility in JeS if it is proposed to change the Grant Holder, for example, following retirement or resignation. Where the Grant Holder is transferring to another organisation eligible to hold a grant, the provisions of GC 13 will apply. In other circumstances, the Research Organisation may nominate a replacement Grant Holder. The Research Council will wish to be assured that the replacement meets the eligibility criteria and has the expertise and experience to lead the project to a successful conclusion, in accordance with its research objectives.

Fellowship Grants: A fellowship grant is awarded on the basis of a named individual's suitability to undertake and benefit from the period of research; therefore changes to the Grant Holder are not permitted. The resignation of the Research Fellow, or the termination of their employment, constitutes the end of the grant for the purpose of submitting a final report and the Council's financial liabilities.

GC 15 Annual Statement

The Research Organisation may be sent a statement to return each year showing payments made by the Research Council during the previous financial year for all the grants it holds. Where a statement is required, the Research Organisation must certify, by returning the statement, that:

* Expenditure has been incurred in accordance with the grant conditions, and
* Those grants shown as current are continuing.

No further payments will be made until the annual statement has been received and accepted by the Research Council.

GC 16 Expenditure Statements

The Research Organisation must complete and return an expenditure statement within 3 months of the end date of a grant. Once an expenditure statement has been received and the expenditure incurred has been reconciled against payments made, it will be considered as final.

Expenditure shown in the Directly Incurred and Exceptions headings must show the actual expenditure incurred by the project. Settlement by the Research Council will reflect the proportion of FEC stated in the award letter applied to actual expenditure, within the cash limit.

For the Directly Allocated and Indirect Costs headings, the Research Council will pay the amount shown as spent, within the cash limit, provided that the grant ran its full course. Where a grant is terminated more than 6 months before the planned end date, a pro rata share will be paid. Where a grant terminates within 6 months of the planned end date, estates and Indirect Costs will be paid in full, but Investigators' costs and Other Directly Allocated Costs will be paid pro rata.

Costs arising from maternity, paternity, adoption or sick leave should be identified in the Absence heading of the statement.

The Research Council reserves the right to require the Research Organisation to complete and submit a statement of expenditure at any time during the course of a grant, or to provide supplementary information in support of an interim or final expenditure statement.

If there are exceptional reasons that will prevent submission of the expenditure statement within the period allowed, a written request may be made via the Grant Maintenance facility in JeS, before the due date passes, for the submission period to be extended.

GC 17 Inspection

The Research Council reserves the right to have reasonable access to inspect the records and financial procedures associated with grants or to appoint any other body or individual for the purpose of such inspection. The Research Organisation must, if required by the Research Council, provide a statement of account for the grant, independently examined by an auditor who is a member of a recognised professional body, certifying that the expenditure has been incurred in accordance with the research grant terms and conditions.

Research Councils will undertake periodic reviews of Research Organisations within the Funding Assurance Programme to seek assurance that grants are managed in accordance with the terms and conditions under which they are awarded.

GC 18 Reporting on the conduct and results of research
Exceptionally, the Research Council may require a separate final report on the conduct and outcome of the project. If so, it must be submitted by the Research Organisation within three months of the end of the grant, on the form provided. No further application from a Grant Holder will be considered while a final report is overdue. If there are exceptional reasons that will prevent submission of the final report within the period allowed, a written request may be made via the Grant Maintenance facility in JoS, before the due date passes, for the submission period to be extended.

The Research Councils use an online system to collect information on the outputs and outcomes of research, and provide guidance on the use of the system and the timing and scope of reporting that is required. The Research Organisation must ensure that the system is used in accordance with the guidance provided. The Research Councils also reserve the right not to consider further proposals from a grant holder where the reporting requirements on previously awarded grants are not observed.

GC 19 Sanctions

The Research Councils reserve the right to impose financial sanctions where they identify areas of non-compliance in relation to the terms and conditions of grants.

If the final report or the financial expenditure statement is not received within the period allowed, the research council may recover 20% of expenditure incurred on the grant. All payments may be recovered if the report or statement is not received within 6 months of the end of the grant. Research organisations may appeal against a sanction, but must do so within 60 days of the payment in which the sanction was imposed.

In relation to the current Quality Assurance and validation project for TRAC implementation in universities, the Research Councils reserve the right to apply sanctions of 75% of the non-compliant rate where an institution is found to be using rates which are materially inaccurate (>10% variance on any single rate). These sanctions would only apply to future applications although Councils may exercise a higher sanction where there has been evidence of significant overpayments to research organisations based on inaccurate rates.

GC 20 Public Engagement

It is the responsibility of the Research Organisation and the Grant Holder and Co-Investigators to communicate the research to the public at both local and national level, and to raise awareness of the role of science and research in any related issues of public interest. Special schemes exist in some Research Councils providing additional support for these activities.

GC 21 Exploitation and Impact

It is the responsibility of the Research Organisation, and all engaged in the research, to make every reasonable effort to ensure that the intellectual assets obtained in the course of the research, whether protected by intellectual property rights or not, are used to the benefit of society and the economy. Research outcomes should be disseminated to both research and more widespread audiences - for example to inform potential users and beneficiaries of the research.

Unless stated otherwise, the ownership of all intellectual assets, including intellectual property, and responsibility for their application, rests with the organisation that generates them.

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, is expected to be set out in a formal collaboration agreement. It is the responsibility of the Research Organisation to put such an agreement in place before the research begins. The terms of collaboration agreements must not conflict with the Research Councils’ terms and conditions.

Arrangements for collaboration and/or exploitation must not prevent the future progression of research and the dissemination of research results in accordance with academic custom and practice. A temporary delay in publication is acceptable in order to allow commercial and collaborative arrangements to be established.

The Research Council may, in individual cases, reserve the right to retain ownership of intellectual assets, including intellectual property (or assign it to a third party under an exploitation agreement) and to arrange for it to be exploited for the national benefit and that of the Research Organisation involved. This right, if exercised, will be set out in an additional grant condition.

There should be suitable recognition and reward to researchers who undertake activities that deliver benefit through the application of research outcomes. The Research Organisation must ensure that all those associated with the research are aware of, and accept, these arrangements.

GC 22 Research Monitoring and Evaluation

While it is the responsibility of the Research Organisation to manage the research, the Research Council reserves the right to call for periodic information on progress or to visit the project team. The Grant Holder may also be asked to attend meetings to exchange information and ideas with others undertaking research in the same or similar fields.

The Grant Holder must make all reasonable efforts, if so invited, to respond to requests for information or to attend events or activities organised by the Research Council concerning the research undertaken. Such events may be held after a grant has finished.

GC 23 Publication and Acknowledgement of Support

The Grant Holder should, subject to the procedures laid down by the Research Organisation, publish the results of the research in
accordance with normal academic practice and the RCUK policy on open access


Publications and other forms of media communication, including media appearances, press releases and conferences, must acknowledge the support received from the Research Council (or Councils, in the case of grants funded by more than one) quoting the grant reference number if appropriate.

Journal publications should acknowledge the funding source using the standard format agreed by funders and publishers and detailed in the additional information accompanying this grant.

GC 24 Disclaimer

The Research Councils accept no liability, financial or otherwise, for expenditure or liability arising from the research funded by the grant, except as set out in these terms and conditions, or otherwise agreed in writing.

Where studies are carried out in an NHS Trust, the Trust has a duty of care to its patients. The Research Council does not accept liability for any failure in the Trust's duty of care, or any negligence on the part of its employees.

The Research Councils reserve the right to terminate the grant at any time, subject to reasonable notice and to any payment that may be necessary to cover outstanding and unavoidable commitments.

Further to GC3, the Research Councils reserve the right to amend the payment profile at their discretion. The Research Organisation will be advised, in advance, of any such a change. Changes to payment profiles may affect the overall value of the grant.

If a grant is terminated or reduced in value, no liability for payment or redundancy or any other compensatory payment for the dismissal of staff funded by the grant will be accepted, but, subject to the provisions of GC16, negotiations will be held with regard to other contractual commitments and concerning the disposal of assets acquired under the research grant.

GC 25 Status

These terms and conditions will be governed by the laws of England and Wales; all matters relating to the terms and conditions will be subject to the exclusive jurisdiction of the courts of England and Wales.

If any provision of these terms and conditions is found by a court or other legitimate body to be illegal, invalid or unreasonable, it will not affect the remaining terms and conditions which will continue in force.

These terms and conditions, together with any additional conditions set out in the grant, contain the whole agreement between the Research Council and the Research Organisation in relation to the stated research grant. The Research Council and the Research Organisation do not intend that any of these terms and conditions should be enforceable by any third party.
Dear Head of Department

GRANT OFFER: Research Grant, Responsive Mode
GRANT TITLE: Agricultural pest insect control: combining genetics, resistance management and dynamics

The BBSRC is offering a grant towards the cost of the above project, subject to the terms and conditions set out below.

Return of the 'Offer Acceptance' will be taken as acceptance of the grant on the terms stated. If you are unable to accept the grant you should return a 'Decline' confirmation as soon as possible. Upon receipt of the 'Offer Acceptance' a 'Start Confirmation' request will be issued.

Grants are cash limited and expenditure against the grant must not exceed the value awarded apart for reasons stated in the standard terms and conditions.

Please note copies of this letter have not been sent to the grant holder and co-investigators (as appropriate); it is your responsibility to distribute copies as is necessary.

Yours faithfully

Grants Pre Award Team
UK SBS
A service provided on behalf of BBSRC
Organisation: Imperial College London

Grant Holder: [Redacted]

Grant Title: Agricultural pest insect control: combining genetics, resistance management and dynamics
Starts: 1 January 2014   Ends: 31 December 2016   Duration: 36

GRANT VALUE

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<th>Authorised FEC (€)</th>
<th>RC Contribution (€)</th>
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Cost of Access to Facilities
(Funds not awarded to Grant Holding Organisation)

STAFF

Staff Summary

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Staff and DI Investigator Details

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DA Investigator Details

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EQUIPMENT DETAILS
FACILITY AND SERVICE DETAILS

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PROJECT PARTNERS

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<th>Last Name</th>
<th>First Name</th>
<th>In Kind Value (£)</th>
<th>Monetary Value (£)</th>
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GRANT ADDITIONAL INFORMATION

In line with the implementation of the Wakeham review, the indirect costs on this grant have been adjusted by the efficiency factor associated with the efficiency group in which your organisation has been placed, which in most cases results in a reduction compounded over the duration of the grant. Further information is available at http://www.rcuk.ac.uk/research/Efficiency/Pages/Efficiency2011.aspx

GRANT CONDITIONS

Priority Areas:
Your project has been classified within the BBSRC Crop Science, Systems Approaches to the Biosciences, and Collaborative Research with Users priority areas. A condition of award is that you will attend and contribute to events hosted by BBSRC to promote these priority areas if asked to do so. Costs associated with attending these events will be covered separately by BBSRC.

LINK GRANT CONDITIONS

LINK COLLABORATION AGREEMENT

The Institutions will enter into a formal Collaboration Agreement with the industrial partners in this project and are subject to the terms and conditions relating to the submission of the Collaboration Agreement. However, except where specifically provided for in these conditions, nothing in the Collaborative Agreement can be taken to override or replace the conditions attached to this research grant. The Collaborative Agreement must be in place within three months of this award and a completed copy forwarded to BBSRC.

USE OF EQUIPMENT BY THIRD PARTIES

Council's approval need not be sought for use of equipment, bought with research grant funds for the purpose of this project, by or on behalf of any partner within the Collaboration Agreement.

VARIATIONS IN THE COLLABORATION

Additional partners may be accepted only if they have special benefits to offer to the project and if there is unanimous agreement amongst the existing partners, and BBSRC agrees. If a partner withdraws, the project may continue after the withdrawal provided the partners agree any amendments to the Collaboration Agreement and the project plan, and BBSRC agrees.

FLEXIBILITY RESTRICTION

The Institution's attention is drawn to the fact that the flexibility normally allowed under sections of the grant conditions may result in serious dislocation to the project of which this research grant is part. In such circumstances the Council may wish to terminate the award. Institutions should, therefore, consult the relevant Peer Review Officer to discuss the implications of such changes before they are made and to agree with them such alterations to the project work plan as necessary. In being notified of variations BBSRC will expect the Institution to indicate that the variations have been incorporated in the workplan.
CALL CONDITIONS

RESEARCH COUNCIL CONDITIONS

SCHEME CONDITIONS

Terms and Conditions of Grants

These terms and conditions relate to grants, comprising Research Grants and Fellowships, costed and funded on the basis of full economic costs (fEC), calculated in accordance with the TRAC methodology (universities and other higher education bodies) or by an equivalent methodology by other Research Organisations.

Grants awarded by the Research Councils are made to Research Organisations on the basis of this single set of core terms and conditions. The Research Councils are:

* Arts and Humanities Research Council (AHRC)
* Biotechnology and Biological Sciences Research Council (BBSRC)
* Economic and Social Research Council (ESRC)
* Engineering and Physical Sciences Research Council (EPSRC)
* Medical Research Council (MRC)
* Natural Environment Research Council (NERC)
* Science and Technology Facilities Council (STFC)

Individual Councils may add additional conditions to the grant to reflect the particular circumstances and requirements of their organisation, or the nature of a particular grant. Acceptance of a grant constitutes acceptance of both the core conditions and any additional conditions. Any request by the grant holder to the council to vary these terms and conditions must be submitted through the Je-S grants maintenance facility and approved in writing by someone authorised to do so on behalf of the Council.

The Research Councils reserve the right to vary these terms and conditions

Definitions Research Council: any of the bodies listed above.

Grant: support for a proportion of the full economic costs of a project. A Grant may be either a Research Grant or a Fellowship.

* Research Grant: a contribution to the costs of a stated research project which has been assessed as suitable for funding through the procedures established by the relevant Research Council.
* Fellowship Grant: an award made through a fellowship competition providing a contribution to the support of a named individual. It covers the cost of the time dedicated by the fellow to their personal research programme, and may or may not include research support costs.

Grant Holder: the person to whom the grant is assigned and who has responsibility for the intellectual leadership of the project and for the overall management of the research. The Grant Holder is either the Principal Investigator (in the case of a Research Grant) or a Research Fellow (in the case of a Fellowship Grant)

Co-Investigator: a person who assists the Grant Holder in the management and leadership of a project.

Research Organisation: the organisation to which the grant is awarded and which takes responsibility for the management of the research project and the accountability of funds provided.

Full Economic Costs (fEC): a cost which, if recovered across an organisation's full programme, would recover the total cost (direct, indirect and total overhead) including an adequate recurring investment in the organisation's infrastructure.

Directly Incurred Costs: costs that are explicitly identifiable as arising from the conduct of a project, are charged as the cash value actually spent and are supported by an audit record.

Directly Allocated Costs: the costs of resources used by a project that are shared by other activities. They are charged to projects on the basis of estimates rather than actual costs and do not represent actual costs on a project-by-project basis.

Indirect Costs: non-specific costs charged across all projects based on estimates that are not otherwise included as Directly Allocated Costs. They include the costs of the Research Organisation's administration such as personnel, finance, library and some departmental services.

Exceptions: Directly Incurred Costs that Research Councils fund at 100% of FEC, subject to actual expenditure incurred, or items that are outside FEC.

Transparent Approach to Costing (TRAC): an agreed methodology used by universities and other higher education bodies for
Funding Assurance Programme: a programme of visits and office-based tests to seek assurance that grant funds are used for the purpose for which they are given and that grants are managed in accordance with the terms and conditions under which they are awarded.

Data Protection Regulations

The Research Councils will use information provided on the grant proposal for processing the proposal, the award of any consequential grant, and for the payment, maintenance and review of the grant. This may include:

* Registration of proposals.
* Operation of grants processing and management information systems.
* Preparation of material for use by referees and peer review panels.
* Administration, investigation and review of grant proposals.
* Sharing proposal information on a strictly confidential basis with other funding organisations to seek contributions to the funding of proposals.
* Statistical analysis in relation to the evaluation of research and the study of trends.
* Policy and strategy studies.

To meet the Research Councils' obligations for public accountability and the dissemination of information, details of grants may also be made available on the Research Councils' websites and other publicly available databases, and in reports, documents and mailing lists.

After completion of the grant, the Research Council may contact the Grant Holder concerning funding opportunities or events, or for the purposes of evaluation. In some instances, the Research Council may wish to authorise an affiliate organisation to contact the Grant Holder on its behalf. It is assumed that, by agreeing to these terms and conditions, the Research Organisation consents to this on behalf of the Grant Holder, but if the Grant Holder prefers not to be contacted in this way, he or she should state this to the Research Council. Grant Holders may choose to opt out at any point, provided they comply with all other terms and conditions associated with the grant.

Freedom of Information Act and Environmental Information Regulations

Attention is drawn to the provisions of the Freedom of Information Act 2000 (FOIA) and the Environmental Information Regulations (EIRs). Research Councils have issued Publication Schemes which set out the types of information publicly available on their websites or published as documents. In addition, Research Councils have an obligation to respond to specific requests and may be required to disclose information about or provided by Research Organisations. In some cases the Research Council may consult the Research Organisation before disclosure, but it is under no obligation to do so. If a Research Organisation considers that any information it provides to a Research Council would be subject to an exemption under FOIA or the EIRs it should clearly mark the information as such and provide an explanation of why it considers the exemption applies and for how long. The Research Council will consider this explanation before disclosure, but it is not obliged to accept it as binding.

Where a Research Council determines that a Research Organisation is holding information on its behalf that it requires in order to comply with its obligations under FOIA or EIRs, the Research Organisation undertakes to provide access to such information as soon as reasonably practicable on request of the Research Council and in any event within 5 working days.

In some cases Research Organisations may be directly responsible for complying with FOIA and the EIRs; in such cases the Research Councils accept no responsibility for any failure to comply by the Research Organisations.

Grant Conditions GC1 - GC25

GC 1 Responsibilities of the Research Organisation

* The Research Organisation must ensure that any part of the Full Economic Cost of the project not funded by the Research Council grant is committed to the project before it starts.
* The Research Organisation must ensure that the Grant Holder and Co-Investigators are made aware of their responsibilities and that they observe the terms and conditions of grants.
* The Research Organisation must ensure that the research supported by the grant complies with all relevant legislation and Government regulation, including that introduced while work is in progress. This requirement includes approval or licence from any regulatory body that may be required before the research can commence.
* The Research Organisation is expected to adopt the principles, standards and good practice for the management of research staff set out in the 2008 Concordat to Support the Career Development of Researchers, and subsequent amendments. The Research Organisation must create an environment in which research staff are selected and treated on the basis of their merits, abilities and potential. It must ensure that reliable systems and processes are in place so that the principles of the Concordat are embedded into practice within the Research Organisation. It must ensure compliance with all relevant legislation and Government regulation, including any subsequent amendments introduced while work is in progress.
* The Research Organisation must appoint a Research Fellow as an employee for the full duration of the award.
* The Research Organisation must integrate the Research Fellow within the research activities of the host department, whilst
ensuring that he or she is able to maintain independence and focus on their personal research programme.

* The Research Organisation must notify the Research Council of any change in its status, or that of the Grant Holder, that might affect the eligibility to hold a grant.
* The Research Organisation must ensure that the requirements of the Employing Organisation under the Department of Health's Research Governance Framework for Health and Social Care (or equivalent) are met for research involving NHS patients, their organs, tissues or data, and that the necessary arrangements are in place with partner organisations. Where it also accepts the responsibilities of a Sponsor (as defined in the Governance Framework), it must also ensure that the requirements for Sponsors are met.
* The Research Organisation must ensure proper financial management of grants and accountability for the use of public funds.
* The Research Organisation must ensure that adequate business continuity plans are in place to ensure that operational interruptions to the research are minimised.

**GC 2 Research Governance**

It is the responsibility of the Research Organisation to ensure that the research is organised and undertaken within a framework of best practice that recognises the various factors that may influence or impact on a research project. Particular requirements are to ensure that all necessary permissions are obtained before the research begins, and that there is clarity of role and responsibility among the research team and with any collaborators. The Research Councils expect research to be conducted in accordance with the highest standards of research integrity and research methodology.

**Research Ethics**

The Research Organisation is responsible for ensuring that ethical issues relating to the research project are identified and brought to the attention of the relevant approval or regulatory body. Approval to undertake the research must be granted before any work requiring approval begins. Ethical issues should be interpreted broadly and may encompass, among other things, relevant codes of practice, the involvement of human participants, tissue or data in research, the use of animals, research that may result in damage to the environment and the use of sensitive economic, social or personal data.

**Use of Animals in Research**

Wherever possible, researchers must adopt procedures and techniques that avoid the use of animals. Where this is not possible, the research should be designed so that:

* The least sentient species with the appropriate physiology is used.
* The number of animals used is the minimum sufficient to provide adequate statistical power to answer the questions posed.
* The severity of procedures performed on animals is kept to a minimum. Experiments should be kept as short as possible.

Appropriate anaesthesia, analgesia and humane end points should be used to minimise any pain and suffering.

The provisions of the Animals (Scientific Procedures) Act 1986, and any amendments, must be observed and all necessary licences must have been received before any work requiring approval takes place.

**Medical and Health Research**

The Research Organisation is responsible for managing and monitoring the conduct of medical and health research in a manner consistent with the Department of Health's Research Governance Framework for Health and Social Care (or equivalent). There must be effective and verifiable systems in place for managing research quality, progress and the safety and well-being of patients and other research participants. These systems must promote and maintain the relevant codes of practice and all relevant statutory review, authorisation and reporting requirements.

Research involving human participants or data within the social sciences that falls outside the Department of Health's Research Governance Framework must meet the provisions and guidelines of the ESRC's Research Ethics Framework. While this research may involve patients, NHS staff or organisations, it is defined as research that poses no clinical risk or harm to those who are the subjects of research. Research Organisations must ensure that appropriate arrangements are in place for independent ethics review of social science research that meets local research ethics committee standards.

Significant developments must be assessed as the research proceeds, especially those that affect safety and well-being, which should be reported to the appropriate authorities and to the Research Council. The Research Organisation must take appropriate and timely action when significant problems are identified. This may include temporarily suspending or terminating the research.

The Research Organisation is responsible for managing and monitoring statutory requirements for which it accepts responsibility, for example, in relation to legislation on clinical trials, use of human organs, tissues and data.

Guidance by the MRC on the conduct of medical research, and by ESRC on the conduct of social science research, provided on behalf of all Research Councils, must be observed.

**Health and Safety**

The Research Organisation is responsible for ensuring that a safe working environment is provided for all individuals associated with a research project. Its approach and policy on health and safety matters must meet all regulatory and legislative requirements and be consistent with best practice recommended by the Health & Safety Executive.

Appropriate care must be taken where researchers are working off-site. The Research Organisation must satisfy itself that all reasonable health and safety factors are addressed.

The Research Councils reserve the right to require the Research Organisation to undertake a safety risk assessment in individual
cases where health and safety is an issue, and to monitor and audit the actual arrangements made.

Misconduct and Conflicts of Interest

The Research Organisation is required to have in place procedures for governing good research practice, and for investigating and reporting unacceptable research conduct, that meet the requirements set out in the Concordat to Support Research Integrity (2012) http://www.universitiesuk.ac.uk/highereducation/Pages/Theconcordattosupportresearchintegrity.aspx and the Research Councils' Code of Conduct and Policy on the Governance of Good Research Conduct (2009) and any subsequent amendments.

The Research Organisation must ensure that potential conflicts of interest in research are declared and subsequently managed.

GC 3 Use of Funds

Subject to the following conditions, grant funds may be used, without reference to the Research Council, in such a manner as to best carry out the research.

Grant funds include a provision for inflation based on the GDP Deflators published by HM Government. The value of the grant may be varied by the Research Council during the lifetime of the grant in accordance with the deflators or to take into account any other Government decisions affecting the funding available to the Research Councils. Grant funds are provided for a specific research project. Under no circumstances may Directly Incurred and Exceptions funds be used to meet costs on any other grant or activity.

Directly Incurred and Exceptions funds cannot be used to meet the costs of an activity that will fall beyond the actual end date of the grant, e.g. when travel falls after the end of the grant, the costs cannot be charged to the grant even if the tickets, etc. can be purchased in advance.

Any proposal to purchase an item of equipment in the last 6 months of the grant is subject to prior written approval by the Research Council. The Research Council will wish to be assured that the item of equipment is essential to the research.

GC 4 Starting Procedures

The process for activating a grant consists of two separate stages. The Research Organisation must formally accept the grant by completing and returning the Offer Acceptance within 10 working days of the offer letter being issued. Returning the Offer Acceptance will result in the Start Confirmation and the Payment Schedule being issued. The Start Confirmation must be submitted within 42 (calendar) days of the research/training starting and the start date shown on the start confirmation will be regarded as the start date of the grant. The start of the grant may be delayed by up to 3 months from the start date shown in the offer letter, the duration of the grant remaining unchanged. The grant may lapse if it is not started within this period. The start of the grant may precede the start date shown in the offer letter, but must not be earlier than the date of the offer letter itself.

The start of the grant should be defined as follows:

For research grants with DI staff: the date on which the first DI staff supported by the grant start work;

For research grants with DI staff, but where it is intended that staff should not be in post at the start of the grant: the date on which expenditure on any other DI or DA (excluding estates) heading first occurs;

For research grants without DI staff: the date on which any DI or DA (excluding estates) expenditure first occurs.

Grants may not be started in any other way without prior approval from the Research Council.

Expenditure may be incurred prior to the start of the grant and be subsequently charged to the grant, provided that it does not precede the date of the offer letter.

GC 5 Changes in Research Project

The Research Council must be consulted in the event of any major change in the proposed research, including failure to gain access to research facilities and services, or to gain ethical committee approval for the research, particularly those which make it unlikely that the objectives of the research can be achieved. If appropriate, revised proposals may be required. The Research Council reserves the right to make a new grant in place of the existing grant, or to revise, retain or terminate the existing grant.

It is the responsibility of the Research Organisation to manage the resources on the grant, including the staff, and the Research Council need not be consulted if staffing levels on the grant are changed. However, a proportionate reduction should be made in the value of Estates, Indirect Costs and Infrastructure Technicians claimed by the Research Organisation in the following circumstances:

1. a post that attracts these costs is not filled.
2. a staff member who attracts these costs leaves more than six months before the end of the period for which the post was funded and is either not replaced, or is replaced by a category of staff that does not attract the costs e.g. project student or technician.

GC 6 Transfers of Funds between Fund Headings

Transfers of funds between fund headings are permitted only within and between Directly Incurred costs and Exceptions, excluding equipment. Equipment funding is ring-fenced and transfers into or out of the equipment headings, whether under Directly Incurred or Exceptions, is not permitted. Transfers will be at the rate applicable for the heading, as set out in the award letter. Funds can only be transferred and used to meet the cost of activity or activities that meet the agreed aims and objectives of the project. While approval does not need to be sought from the Research Council for transfer of funds, the Research Councils reserve the right to
query any expenditure outlined in the Final Expenditure Statement, which has not been incurred in line with the Grant Terms and Conditions.

GC 7 Extensions

Research Grants: After a research grant has started, the duration may be extended, subject to prior written approval, to cover staff absences (excluding the principal and co-investigators unless they are also research fellows or research assistants funded by the grant). The grant may be extended by a total of up to 6 months to cover breaks or delays in the appointment of staff, parental leave, extended jury service or paid sick leave exceeding 3 months (or possibly shorter periods of sick leave if the member of staff is disabled for the purposes of the Equality Act 2010 or other exceptional circumstances with the agreement of the Research Council); or by an overall total of up to 12 months to cover periods of maternity, paternity or adoption leave. In the case of other exceptional circumstances, the duration may be extended at the discretion of the Research Council.

Fellowship Grants: After a fellowship grant has started, the duration may be extended to cover maternity leave, paternity leave, adoption leave, parental leave, extended jury service or paid sick leave for a Research Fellow in line with the terms and conditions of the fellow’s employment. Otherwise, the conditions for extending Fellowship grants are the same as apply to research grants.

Any request for an extension should be made via the Grant Maintenance facility in JeS once the required duration is known. All requests for extensions must be made before the grant ends.

GC 8 Staff

The Research Organisation must assume full responsibility for staff funded from the grant and, in consequence, accept all duties owed to and responsibilities for these staff, including, without limitation, their terms and conditions of employment and their training and supervision, arising from the employer/employee relationship.

The Research Organisation must provide research staff with a statement, at the outset of their employment, setting out the provisions for career management and development, including personal skills training, and ensure that they have access to appropriate training opportunities.

Provided it is related to the research project on which they are currently working, Research staff and Research Fellows may, during normal working hours, undertake teaching and demonstrating work, including associated training, preparatory, marking and examination duties, for up to an average of 6 hours a week (pro rata for part-time staff) calculated over the period that they are supported on the grant.

GC 9 Maternity, Paternity, Adoption and Parental Leave

The research organisation will be compensated at the end of the grant to cover any additional net costs, that cannot be met within the cash limit, of paid maternity, paternity, adoption and parental leave for staff within the Directly Incurred and Exceptions fund headings (excluding the principal and co-investigators, unless they are also research fellows or research assistants funded by the grant) if they fulfil the relevant qualifying conditions of the employing Research Organisation. The net cost is the amount paid to the individual less the amount the Research Organisation can recover for Statutory Maternity Pay and Statutory Adoption Pay from HMRC.

Maternity, paternity, adoption and parental pay is payable by the Research Council only for directly incurred staff that are funded for 100% of their contracted time on the grant (apart from staff acting as principal or co-investigators unless they are also research fellows or research assistants funded by the grant).

Grant funds, within the announced cash limit, may be used to meet the costs of making a substitute appointment and/or extending the grant to cover a period of maternity, paternity, adoption or parental leave for staff within the directly incurred and exceptions fund headings (excluding the principal and co-investigators, unless they are also research fellows or research assistants funded by the grant). The duration of a grant will be extended only if the period can be accommodated within the maximum period allowed for extensions. Directly Allocated and Indirect funds will not be increased as a result of such extensions.

Research Grants: Research Grant funds may be used to meet the costs of paid maternity, paternity, parental and adoption leave only to the extent that it is taken during the original period of the grant. The Research Organisation will be responsible for any liability for maternity, paternity, parental and adoption leave pay for staff supported by the grant outside the original period of the grant. If, for example, a grant ends while a member of research staff is part-way through her maternity leave, the Research Organisation will be responsible for that part of the maternity leave which is taken after the research grant has ended.

Fellowship Grants: Fellows are entitled to take maternity, paternity, adoption or parental leave in accordance with the terms and conditions of the fellow’s employment. If requested, consideration will be given to allowing a fellowship grant to be placed in abeyance during the absence of the Research Fellow for maternity, paternity, adoption or parental leave, and the period of the fellowship extended by the period of leave. Consideration will be given to requests to continue the fellowship on a flexible or part-time basis to allow the Research Fellow to meet caring responsibilities.

GC 10 Sick Leave

The Research Organisation will be compensated at the end of the grant to cover any additional net costs, that cannot be met within the cash limit, of paid sick leave for staff within the Directly Incurred and Exceptions fund headings (excluding the Principal and Co-Investigators, unless they are also Research Fellows or Research Assistants funded by the grant) who fulfil the qualifying conditions of the Research Organisation. The net cost is the amount paid to the individual less the amount the Research Organisation can recover from HMRC.
Sick pay is payable by the Research Council only for directly incurred staff that are funded for 100% of their contracted time on the grant (apart from staff acting as principal or co-investigators unless they are also research fellows or research assistants funded by the grant).

Grant funds, within the announced cash limit, may be used to meet the approved costs of making a substitute appointment and/or extending the grant to cover a period of sick leave for staff within the directly incurred and exceptions fund headings (excluding the principal and co-investigators, unless they are also research fellows or research assistants funded by the grant). The duration of a grant will be extended only if the period can be accommodated within the maximum period allowed for extensions. Directly Allocated and Indirect funds will not be increased as a result of such extensions.

Research Grants: Where there is a continuous period of sick leave in excess of 3 months, the Research Organisation may apply to the Research Council to discuss the possibility of a substitute appointment to safeguard progress on the project. Where a Research Assistant has been on sick leave in excess of 3 months the Research Organisation must comply with all their obligations to consider reasonable adjustments before making a substitute appointment. Where a Research Assistant has been on sick leave for an aggregate (not necessarily continuous) period in excess of 3 months, where this is due to a single condition or a series of related conditions, the Research Organisation may request an extension to the duration of the project.

Fellowship Grants: Fellows are entitled to take sick leave in accordance with the research organisation’s terms and conditions. If requested, consideration will be given to allowing a fellowship grant to be placed in abeyance during the absence of the Research Fellow due to sick leave, and the period of the fellowship extended by the period of sick leave. The additional salary costs for the fellow (pro rata to their percentage FTE on the fellowship) should be claimed, as necessary, at the end of the extended period.

GC 11 Procurement of Equipment

The procurement of equipment, consumables and services, including maintenance, must comply with all relevant national and EU legislation and the Research Organisation’s own financial policy and procedures. Accepted procurement best practice in the higher education sector must be observed. For all equipment and services where the contract value is more than £25,000, excluding VAT, professionally qualified procurement staff must be consulted before the procurement process begins, and, where appropriate, at the market research stage, and must approve the order/contract before it is placed with a supplier.

GC 12 Ownership and Use of Equipment

Equipment purchased from grant funds is primarily for use on the research project for which the research grant was awarded, and belongs to the Research Organisation. In certain circumstances the Research Council may wish to retain ownership throughout the period of the grant and possibly beyond. In such cases, the grant will be subject to an additional condition.

The Research Council must be informed if, during the life of the research grant, the need for the equipment diminishes substantially or it is not used for the purpose for which it was funded. The Research Council reserves 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 is subject to prior approval by the Research Council. After the research project has ended, the Research Organisation is free to use the equipment without reference to the Research Council, but it is nevertheless expected to maintain it for research purposes as long as is practicable.

Where there is spare capacity in the use of the equipment, the Research Council expects this to be made available to other users. Priority should be given to research supported by any of the Research Councils and to Research Council-funded students.

GC 13 Transfer of a Grant to another Research Organisation

The Research Organisation must send a request via the Grant Maintenance facility in JeS if the Grant Holder intends to transfer to another organisation. If this organisation is eligible to hold grants, and is able to provide a suitable environment to enable the project to be successfully completed, the expectation is that the grant would be transferred with the Grant Holder. Written agreement to this is required from both the relinquishing and receiving organisations; this will normally be triggered automatically by the initial request to JeS.

The Research Council will wish to be assured that satisfactory arrangements have been agreed that will enable the project to be undertaken, or to continue, in accordance with its research objectives. If suitable arrangements cannot be agreed, the Research Council will consider withdrawing its support or terminating the grant.

Where there is a basis for continuing involvement by the relinquishing organisation, agreement should be reached between both organisations on the apportionment of work and the distribution of related funding.

Grants will not be re-costed following transfer. The unspent balance of Directly Incurred and Exceptions costs will be transferred to the receiving Research Organisation. In the case of Directly Allocated and Indirect costs, a pro rata share, based on the time elapsed on the grant at the point of transfer, will be transferred to the receiving research organisation. The receiving organisation will be required to confirm, by return of an offer acceptance, that it will provide any additional resources needed to complete the project.

GC 14 Change of Grant Holder

Research Grants: The Research Organisation must consult the Research Council via the Grant Maintenance facility in JeS if it is proposed to change the Grant Holder, for example, following retirement or resignation. Where the Grant Holder is transferring to another organisation eligible to hold a grant, the provisions of GC 13 will apply. In other circumstances, the Research Organisation may nominate a replacement Grant Holder. The Research Council will wish to be assured that the replacement meets the eligibility
criteria and has the expertise and experience to lead the project to a successful conclusion, in accordance with its research objectives.

Fellowship Grants: A fellowship grant is awarded on the basis of a named individual's suitability to undertake and benefit from the period of research; therefore changes to the Grant Holder are not permitted. The resignation of the Research Fellow, or the termination of their employment, constitutes the end of the grant for the purpose of submitting a final report and the Council's financial liabilities.

GC 15 Annual Statement
The Research Organisation may be sent a statement to return each year showing payments made by the Research Council during the previous financial year for all the grants it holds. Where a statement is required, the Research Organisation must certify, by returning the statement, that:
* Expenditure has been incurred in accordance with the grant conditions, and
* Those grants shown as current are continuing.

No further payments will be made until the annual statement has been received and accepted by the Research Council.

GC 16 Expenditure Statements
The Research Organisation must complete and return an expenditure statement within 3 months of the end date of a grant. Once an expenditure statement has been received and the expenditure incurred has been reconciled against payments made, it will be considered as final.

Expenditure shown in the Directly Incurred and Exceptions headings must show the actual expenditure incurred by the project. Settlement by the Research Council will reflect the proportion of fEC stated in the award letter applied to actual expenditure, within the cash limit.

For the Directly Allocated and Indirect Costs headings, the Research Council will pay the amount shown as spent, within the cash limit, provided that the grant ran its full course. Where a grant is terminated more than 6 months before the planned end date, a pro rata share will be paid. Where a grant terminates within 6 months of the planned end date, estates and Indirect Costs will be paid in full, but Investigators' costs and Other Directly Allocated Costs will be paid pro rata.

Costs arising from maternity, paternity, adoption or sick leave should be identified in the Absence heading of the statement.

The Research Council reserves the right to require the Research Organisation to complete and submit a statement of expenditure at any time during the course of a grant, or to provide supplementary information in support of an interim or final expenditure statement.

If there are exceptional reasons that will prevent submission of the expenditure statement within the period allowed, a written request may be made via the Grant Maintenance facility in JeS, before the due date passes, for the submission period to be extended.

GC 17 Inspection
The Research Council reserves the right to have reasonable access to inspect the records and financial procedures associated with grants or to appoint any other body or individual for the purpose of such inspection.

The Research Organisation must, if required by the Research Council, provide a statement of account for the grant, independently examined by an auditor who is a member of a recognised professional body, certifying that the expenditure has been incurred in accordance with the research grant terms and conditions.

Research Councils will undertake periodic reviews of Research Organisations within the Funding Assurance Programme to seek assurance that grants are managed in accordance with the terms and conditions under which they are awarded.

GC 18 Reporting on the conduct and results of research
Where required, a report on the conduct and outcome of the project must be submitted by the Research Organisation within three months of the end of the grant, on the form provided. No further application from a Grant Holder will be considered while a final report is overdue.

If there are exceptional reasons that will prevent submission of the final report within the period allowed, a written request may be made via the Grant Maintenance facility in JeS, before the due date passes, for the submission period to be extended.

The Research Councils have also developed online systems to collect information on the outputs and outcomes of research, and have issued Council-specific guidance on the use of these systems and the timing and scope of reporting that is required. The Research Organisation must ensure that the appropriate system is used in accordance with the guidance provided.

GC 19 Sanctions
The Research Councils reserve the right to impose financial sanctions where they identify areas of non compliance in relation to the terms and conditions of grants.

If the final report or the financial expenditure statement is not received within the period allowed, the research council may recover
20% of expenditure incurred on the grant. All payments may be recovered if the report or statement is not received within 6 months of the end of the grant. Research organisations may appeal against a sanction, but must do so within 60 days of the pay run in which the sanction was imposed.

In relation to the current Quality Assurance and validation project for TRAC implementation in universities, the Research Councils reserve the right to apply sanctions of 75% of the non-compliant rate where an institution is found to be using rates which are materially inaccurate (>10% variance on any single rate). These sanctions would only apply to future applications although Councils may exercise a higher sanction where there has been evidence of significant overpayments to research organisations based on inaccurate rates.

GC 20 Public Engagement

It is the responsibility of the Research Organisation and the Grant Holder and Co-Investigators to communicate the research to the public at both local and national level, and to raise awareness of the role of science and research in any related issues of public interest. Special schemes exist in some Research Councils providing additional support for these activities.

GC 21 Exploitation and Impact

It is the responsibility of the Research Organisation, and all engaged in the research, to make every reasonable effort to ensure that the intellectual assets obtained in the course of the research, whether protected by intellectual property rights or not, are used to the benefit of society and the economy. Research outcomes should be disseminated to both research and more widespread audiences - for example to inform potential users and beneficiaries of the research.

Unless stated otherwise, the ownership of all intellectual assets, including intellectual property, and responsibility for their application, rests with the organisation that generates them.

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 rights to exploitation, is expected to be set out in a formal collaboration agreement. It is the responsibility of the Research Organisation to put such an agreement in place before the research begins. The terms of collaboration agreements must not conflict with the Research Councils' terms and conditions.

Arrangements for collaboration and/or exploitation must not prevent the future progression of research and the dissemination of research results in accordance with academic custom and practice. A temporary delay in publication is acceptable in order to allow commercial and collaborative arrangements to be established.

The Research Council may, in individual cases, reserve the right to retain ownership of intellectual assets, including intellectual property (or assign it to a third party under an exploitation agreement) and to arrange for it to be exploited for the national benefit and that of the Research Organisation involved. This right, if exercised, will be set out in an additional grant condition.

There should be suitable recognition and reward to researchers who undertake activities that deliver benefit through the application of research outcomes. The Research Organisation must ensure that all those associated with the research are aware of, and accept, these arrangements.

GC 22 Research Monitoring and Evaluation

While it is the responsibility of the Research Organisation to manage the research, the Research Council reserves the right to call for periodic information on progress or to visit the project team. The Grant Holder may also be asked to attend meetings to exchange information and ideas with others undertaking research in the same or similar fields.

The Grant Holder must make all reasonable efforts, if so invited, to respond to requests for information or to attend events or activities organised by the Research Council concerning the research undertaken. Such events may be held after a grant has finished.

GC 23 Publication and Acknowledgement of Support

The Grant Holder should, subject to the procedures laid down by the Research Organisation, publish the results of the research in accordance with normal academic practice and the RCUK policy on open access http://www.rcuk.ac.uk/documents/documents/RCUKOpenAccessPolicy.pdf.

Publications and other forms of media communication, including media appearances, press releases and conferences, must acknowledge the support received from the Research Council, quoting the grant reference number if appropriate.

Journal publications should acknowledge the funding source using the standard format agreed by funders and publishers and detailed in the additional information accompanying this grant.

GC 24 Disclaimer

The Research Councils accept no liability, financial or otherwise, for expenditure or liability arising from the research funded by the grant, except as set out in these terms and conditions, or otherwise agreed in writing.

Where studies are carried out in an NHS Trust, the Trust has a duty of care to its patients. The Research Council does not accept liability for any failure in the Trust's duty of care, or any negligence on the part of its employees.

The Research Councils reserve the right to terminate the grant at any time, subject to reasonable notice and to any payment that may be necessary to cover outstanding and unavoidable commitments.
Further to GC3, the Research Councils reserve the right to amend the payment profile at their discretion. The Research Organisation will be advised, in advance, of any such a change. Changes to payment profiles may affect the overall value of the grant.

If a grant is terminated or reduced in value, no liability for payment or redundancy or any other compensatory payment for the dismissal of staff funded by the grant will be accepted, but, subject to the provisions of GC16, negotiations will be held with regard to other contractual commitments and concerning the disposal of assets acquired under the research grant.

GC 25 Status

These terms and conditions will be governed by the laws of England and Wales; all matters relating to the terms and conditions will be subject to the exclusive jurisdiction of the courts of England and Wales.

If any provision of these terms and conditions is found by a court or other legitimate body to be illegal, invalid or unreasonable, it will not affect the remaining terms and conditions which will continue in force.

These terms and conditions, together with any additional conditions set out in the grant; contain the whole agreement between the Research Council and the Research Organisation in relation to the stated research grant. The Research Council and the Research Organisation do not intend that any of these terms and conditions should be enforceable by any third party.
Justification of resources

Agricultural insect pest control: combining genetics, resistance management and dynamics

Directly incurred: staff
The postgraduate research assistant will be employed full time at Silwood Park. He/she will be maintaining insect cultures, running long-term selection experiments and fitness experiments and carrying out PCR-based screens of resistance and bioassays. These techniques are relatively straightforward and fairly labour intensive, making them suitable for a PGRA post. The level of commitment required for long-term selection experiments and the complexity of the population genetics and evolutionary biology questions are, however, better suited to a PGRA than to a technician.

Directly incurred: travel and subsistence
To keep up to date with related research by others, and to disseminate information about our project and findings, we request funds to attend two international conferences and one national conference. This funding will be shared between the Imperial PI(s) and the PGRA. Suitable meetings appropriate for disseminating results on resistance management include the Society of Invertebrate Pathology and the International Organization for Biological Control meetings.

In addition, team members will be visiting each other’s locations, including the sites of the diamondback moth experiments, for short (typically 1-day) visits, and we request modest funds to cover the UK travel and subsistence. These collaborative studies are working towards implementing practical solutions in the field, so it is important that we visit to share results and ideas; in particular, site visits will enable all University-based researchers direct involvement in the experiments (work packages 1-3) to understand fully and help guide their design and data collection process.

Directly incurred: other costs
Consumable costs at Imperial will cover artificial diet and sterile plastic-ware for culturing large quantities of insects in controlled conditions; for substantial bioassays and high through-put DNA extraction and PCR based screens of resistance. We estimate annual costs at £7000 for these routine items. In addition, we have requested modest small equipment/consumable costs at the beginning of the project that will cover the costs of experimental cages and allow(£) to expand capacity for high-throughput processing of insect DNA. These initial costs will cover 2 additional gel tanks, and power pack and electronic multichannel pipettes, as well as additional PCR machine. £s existing PCR machine is nearly 10 years old and the large number of samples that will be processed in this project means that it is unrealistic to rely entirely on shared facilities.

Directly allocated: staff costs - investigator
£ will spend an average of 2 hours per week on this project. He will train the PGRA in all necessary entomological and molecular techniques and oversee the running of all experimental work at Silwood. He will take primary responsibility for the analysis and writing up of the resistance experiments, attend the biannual meetings and assist in the running of the workshop.
Hi

The collaboration agreement for child BB/L00819X/1 and parent BB/L00948X/1 has been provided. I have added a note and attached the agreement to the enquiry for BB/L00819X/1, so this can be moved ahead.

I have also added a note and attached the agreement to the parent BB/L00948X/1, which did not have an enquiry yet.

One down, two to go ;)

(BBSRC)

Phone:  
Email:  
Web: www.bbsrc.ac.uk
Polaris House Swindon Office
**Start Confirmation Details**

- **Grant Reference:** BB/L00819X/2
- **Grant Holder:** University of Exeter
- **Grant Title:** Agricultural pest insect control: combining genetics, resistance management and dynamics
- **Organisation:** University of Exeter
- **RO Proposal Reference:** Oxitec LINK proposal
- **Announced Start Date:** 1 March 2016
- **Announced End Date:** 31 March 2017
- **Earliest Start Date:** 1 March 2016
- **Latest Start Date:** 1 June 2016
- **Document Name:** Start Confirmation
- **Document Description:** Start Confirmation
- **Document Expiry Date:** 12 July 2016

**Actual Start Date**

Actual Start Date: 1 March 2016

**Organisation Reference**

SW-07321

**Fund Headings**

Please select the fund headings on which this expenditure has been incurred.

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<th>Directly Allocated</th>
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<td>Other Directly Allocated</td>
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<tr>
<td>Equipment</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Other Costs</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Staff</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Travel and Subsistence</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Indirect Costs</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Staff List

Please provide details of staff expenditure

<table>
<thead>
<tr>
<th>Name</th>
<th>FTE:</th>
<th>Staff Role:</th>
<th>Date Started:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>100%</td>
<td>Visiting Researcher</td>
<td>01 March 2016</td>
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</table>
# Combined Funding Streams

## Grant Reference
BB/L00819X/2

## Organisation
University of Exeter

## Organisation Reference
Oxitec LINK proposal

## Grant Holder
Agricultural pest insect control: combining genetics, resistance management and dynamics

## Grant Title
Agricultural pest insect control: combining genetics, resistance management and dynamics

## Start Date
01 Mar 2016

## End Date
31 Mar 2017

## Department
Biosciences

## Grant Status
Announced

## Funding Stream
Combined Funding Streams

## Issue Date
18 Apr 2016

## Issue Reason
Grant Start

### Directly Incurred

<table>
<thead>
<tr>
<th>Description</th>
<th>Directly Allocated</th>
<th>Indirect Costs</th>
<th>Payment Total</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Directly Incurred</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>SubTotal</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
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<td>Total</td>
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</table>

#### Directly Allocated

<table>
<thead>
<tr>
<th>Description</th>
<th>Staff</th>
<th>Travel and</th>
<th>Other Costs</th>
<th>Investigators</th>
<th>Estate Costs</th>
<th>Other Directly Allocated</th>
<th>Indirect Costs</th>
<th>Payment Total</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016/17 Q1</td>
<td>£6,214.66</td>
<td>£322.89</td>
<td>£2,414.65</td>
<td>£833.47</td>
<td>£4,118.04</td>
<td>£318.31</td>
<td>£9,014.38</td>
<td>£26,236.60</td>
<td>Due</td>
</tr>
<tr>
<td>2016/17 Q2</td>
<td>£9,214.66</td>
<td>£322.89</td>
<td>£2,414.65</td>
<td>£833.47</td>
<td>£4,118.04</td>
<td>£318.31</td>
<td>£9,014.38</td>
<td>£26,236.60</td>
<td>Due</td>
</tr>
<tr>
<td>2016/17 Q3</td>
<td>£9,214.66</td>
<td>£322.89</td>
<td>£2,414.65</td>
<td>£833.47</td>
<td>£4,118.04</td>
<td>£318.31</td>
<td>£9,014.38</td>
<td>£26,236.60</td>
<td>Due</td>
</tr>
<tr>
<td>2016/17 Q4</td>
<td>£9,214.66</td>
<td>£322.89</td>
<td>£2,414.65</td>
<td>£833.47</td>
<td>£4,118.04</td>
<td>£318.31</td>
<td>£9,014.38</td>
<td>£26,236.60</td>
<td>Due</td>
</tr>
</tbody>
</table>

**Total**

| Paid to Date: | £0.00 |
| Outstanding:  | £102,322.78 |
| SubTotal:     | £102,322.78 |
| Grand Total:  | £102,322.78 |
### Start Confirmation Details

<table>
<thead>
<tr>
<th>Item</th>
<th>Details</th>
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<tbody>
<tr>
<td>Grant Reference:</td>
<td>BB/L00819X/1</td>
</tr>
<tr>
<td>Grant Holder:</td>
<td>[Redacted]</td>
</tr>
<tr>
<td>Grant Title:</td>
<td>Agricultural pest insect control: combining genetics, resistance management and dynamics</td>
</tr>
<tr>
<td>Organisation:</td>
<td>Imperial College London</td>
</tr>
<tr>
<td>RO Proposal Reference:</td>
<td>Oxitec LINK proposal</td>
</tr>
<tr>
<td>Announced Start Date:</td>
<td>1 January 2014</td>
</tr>
<tr>
<td>Announced End Date:</td>
<td>31 December 2016</td>
</tr>
<tr>
<td>Earliest Start Date:</td>
<td>1 January 2014</td>
</tr>
<tr>
<td>Latest Start Date:</td>
<td>31 March 2014</td>
</tr>
<tr>
<td>Document Name:</td>
<td>Start Confirmation</td>
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<tr>
<td>Document Description:</td>
<td>Start Confirmation</td>
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<tr>
<td>Document Expiry Date:</td>
<td>11 May 2014</td>
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**Actual Start Date**

**Actual Start Date:** 31 March 2014

### Organisation Reference

LBEE_P47283

### Fund Headings

Please select the fund headings on which this expenditure has been incurred.

<table>
<thead>
<tr>
<th>Fund Headings</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Directly Allocated</td>
<td>Estate Costs</td>
</tr>
<tr>
<td></td>
<td>Investigators</td>
</tr>
<tr>
<td></td>
<td>Other Directly Allocated</td>
</tr>
<tr>
<td>Directly Incurred</td>
<td>Absence</td>
</tr>
<tr>
<td></td>
<td>Equipment</td>
</tr>
<tr>
<td></td>
<td>Other Costs</td>
</tr>
<tr>
<td></td>
<td>Staff</td>
</tr>
<tr>
<td></td>
<td>Travel and Subsistence</td>
</tr>
<tr>
<td>Exceptions</td>
<td>Equipment</td>
</tr>
<tr>
<td></td>
<td>Other Costs</td>
</tr>
<tr>
<td></td>
<td>Staff</td>
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<tr>
<td></td>
<td>Travel and Subsistence</td>
</tr>
<tr>
<td>Indirect Costs</td>
<td>Indirect Costs</td>
</tr>
</tbody>
</table>
Staff List

Please provide details of staff expenditure

<table>
<thead>
<tr>
<th>Name</th>
<th>FTE</th>
<th>Staff Role</th>
<th>Date Started</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>57%</td>
<td>Researcher</td>
<td>31 March 2014</td>
</tr>
</tbody>
</table>
**Combined Funding Streams**

**Grant Reference**: BB/L00819X/1  
**Start Date**: 01 Jan 2014

**Organisation**: Imperial College London  
**End Date**: 31 Dec 2016

**Organisation Reference**: Oxitec LINK proposal  
**Department**: Life Sciences - Biology

**Grant Holder**: Agricultural pest insect control: combining genetics, resistance management and dynamics  
**Grant Status**: Announced

**Grant Title**: Agricultural pest insect control: combining genetics, resistance management and dynamics  
**Funding Stream**: Combined Funding Streams

**Issue Date**: 27 Nov 2013  
**Issue Reason**: Grant Start

<table>
<thead>
<tr>
<th>Description</th>
<th>Directly Incurred</th>
<th>Directly Allocated</th>
<th>Indirect Costs</th>
<th>Payment Total</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Staff</td>
<td>Travel and Subsistence</td>
<td>Other Costs</td>
<td>Investigators</td>
<td>Estate Costs</td>
</tr>
<tr>
<td>2013/14 Q4</td>
<td>£7,486.55</td>
<td>£262.11</td>
<td>£2,264.87</td>
<td>£745.77</td>
<td>£3,084.88</td>
</tr>
<tr>
<td>2014/15 Q1</td>
<td>£7,486.55</td>
<td>£262.11</td>
<td>£2,264.87</td>
<td>£745.77</td>
<td>£3,084.88</td>
</tr>
<tr>
<td>2014/15 Q2</td>
<td>£7,486.55</td>
<td>£262.11</td>
<td>£2,264.87</td>
<td>£745.77</td>
<td>£3,084.88</td>
</tr>
<tr>
<td>2014/15 Q3</td>
<td>£7,486.55</td>
<td>£262.11</td>
<td>£2,264.87</td>
<td>£745.77</td>
<td>£3,084.88</td>
</tr>
<tr>
<td>2014/15 Q4</td>
<td>£7,547.19</td>
<td>£264.23</td>
<td>£2,283.21</td>
<td>£751.81</td>
<td>£3,714.73</td>
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<tr>
<td>2015/16 Q1</td>
<td>£7,547.19</td>
<td>£264.23</td>
<td>£2,283.21</td>
<td>£751.81</td>
<td>£3,714.73</td>
</tr>
<tr>
<td>2015/16 Q2</td>
<td>£7,547.19</td>
<td>£264.23</td>
<td>£2,283.21</td>
<td>£751.81</td>
<td>£3,714.73</td>
</tr>
<tr>
<td>2015/16 Q3</td>
<td>£7,547.19</td>
<td>£264.23</td>
<td>£2,283.21</td>
<td>£751.81</td>
<td>£3,714.73</td>
</tr>
<tr>
<td>2015/16 Q4</td>
<td>£7,608.33</td>
<td>£266.37</td>
<td>£2,301.71</td>
<td>£757.85</td>
<td>£3,744.81</td>
</tr>
<tr>
<td>2016/17 Q1</td>
<td>£7,608.33</td>
<td>£266.37</td>
<td>£2,301.71</td>
<td>£757.85</td>
<td>£3,744.81</td>
</tr>
<tr>
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<td>£266.37</td>
<td>£2,301.71</td>
<td>£757.85</td>
<td>£3,744.81</td>
</tr>
<tr>
<td>2016/17 Q3</td>
<td>£7,608.33</td>
<td>£266.37</td>
<td>£2,301.71</td>
<td>£757.85</td>
<td>£3,744.81</td>
</tr>
</tbody>
</table>

**Paid to Date**: £0.00  
**Outstanding**: £275,764.08  
**SubTotal**: £275,764.08  
**Grand Total**: £275,764.08
15/11/2013 – Email from System (BB/L00819X/1)

BBSRC: Research Grant

Agricultural pest insect control: combining genetics, resistance management and dynamics

Imperial College London
BB/L00819X/1

Dear Sir/Madam

We are pleased to inform you that the proposal listed above has been assessed through the BBSRC peer review process and has been recommended for funding. An Offer Letter setting out the details and conditions for this funding will be sent to you in the next few weeks.

This communication is for information only and does not constitute a legal commitment. You should also be aware that the funding offered may not be at the full level requested.

Should you wish to discuss this further please do not hesitate to contact us.

Yours sincerely,

Grants Service Desk
Tel: 01793 867001
E-mail: grants@uksbs.co.uk

UK SBS
North Star House
North Star Avenue
Swindon, SN2 1FF

A service provided on behalf of BBSRC
15/11/13 ~ Email from System (BB/L00819X/1)

BBSRC: Research Grant

Agricultural pest insect control: combining genetics, resistance management and dynamics

Imperial College London

BB/L00819X/1

Dear [Name],

We are pleased to inform you that the proposal listed above has been assessed through the BBSRC peer review process and has been recommended for funding. An Offer Letter setting out the details and conditions for this funding will be sent to you in the next few weeks.

This communication is for information only and does not constitute a legal commitment. You should also be aware that the funding offered may not be at the full level requested.

Should there be any feedback from BBSRC, it will be found at the bottom of this email below the signature panel.

We would be grateful if you could ensure your administrative office is informed of the intention to fund your proposal.

Should you wish to discuss this further please do not hesitate to contact us.

Yours sincerely,

Grants Service Desk
Tel: 01793 867001
E-mail: grants@uksbs.co.uk

UK SBS
North Star House
North Star Avenue
Swindon, SN2 1FF

A service provided on behalf of BBSRC
26/11/15 – Email on System (BB/L00819X/1)

Grant ref no: BB/L00819X/1, enquiry ref no: 1-211559454, Grant Transfer Request

Dear [Name],

Thank you for your request to transfer grant reference number BB/L00819X/1 from the Imperial College London to the University of Exeter, New Dep: Biosciences with effect from 01/03/2016.

We now await a response from the University of Exeter, after which we will forward the request to the BBSRC and ask them to make a decision on the matter.

If you have any further questions in the meantime please do not hesitate to contact us again, details below. Please ensure you quote enquiry reference number 1-211559454 in any further correspondence regarding this matter.

Kind regards,

Grants Operations Support - Post Award
UK SBS

Email: grantspostaward@uksbs.co.uk
Tel No: 01793 867121
UK SBS, North Star House, North Star Avenue, Swindon, SN2 1FF

A service provided by UK Shared Business Services Ltd on behalf of the Research Councils.

----- Original message ----

Received into Je-S: 26/11/2015
Transfer Date: 2016-03-01

Transfer Reason: I will be taking up a new position as [Position] at the Tremough campus of the University of Exeter. Since this campus has perfectly suitable facilities for entomological research I think it would be in the best interests of the project for the grant to be moved with me. [Name] who is currently employed as an RA on this project is also happy to make the move.

We propose to move the grant one month after my start date at Exeter. This is important logistically as the other members of my team will move on the 1st and will take duplicate populations of our key insect stocks and make sure that we have healthy viable populations before we destroy or move our stocks at Silwood.

New Grant Organisation: University of Exeter
New Grant Department: Biosciences
New Contact Name: [Name]