



MS Research Australia Conditions of Award

General Conditions

A Project Grant, Postdoctoral Fellowship, Postgraduate Scholarship, Summer Vacation Scholarship or Incubator Grant is an award made in support of either a biomedical or social and applied research project within an Australian institution proposed by an appropriately qualified investigator. Unless otherwise stated, each condition of award will apply. The project is to be consistent with the aims of MS Research Australia and the work is to be approved by the host institution (including relevant ethics committees). The institution is responsible for administration of the award. Chief Investigators who are based overseas for the duration of the grant are not eligible to apply. No person funded by a MS Research Australia award can be regarded as an employee of MS Research Australia.

1. Eligibility Criteria

The successful applicant must be an Australian or New Zealand citizen or hold Australian Permanent Residency at the time of taking up the award. To be eligible to receive a MS Research Australia grant you must satisfy either of these conditions by 30 January of the calendar year in which the award commences.

2. Purpose of the grant

The award of research grants is MS Research Australia's main avenue for supporting research relevant to multiple sclerosis in universities, hospitals or other recognised research institutions. Since most awards will normally be made for a period of two or three years only (and many grants are of shorter duration), the purpose is primarily to assist investigations in which considerable progress can be expected over this or a shorter period. MS Research Australia does not intend to provide long term salaries for support staff.

If there is a potential to fail to deliver the outcomes stated in your application in the timeframe stipulated, then please articulate this in your Research Progress Report and make contact with the Chair of the MS Research Australia Research Management Council as soon as possible to discuss. This may affect your grant payments.

Before accepting any changes in duties or responsibilities that may alter your ability to either deliver the outcome or deliver in the timescales described in your grant application, please articulate this in your Research Progress Report and make contact as soon as practical with the Chair of the MS Research Australia Research Management Council to discuss. This may affect your grant payments.

3. Public Funds

As MS Research Australia derives its research funds from public and corporate donations, grantees are requested not to make direct appeals for funds to be channeled into specific projects.

4. Award and termination of grants

MS Research Australia grants are made for specified periods. All grants are subject to funds being available. When a grantee leaves an institution to which a grant is paid before the normal expiration of that grant, the grant may be terminated or transferred at the discretion of MS Research Australia. In the event of early termination or transfer, the Chief Investigator must notify MS Research Australia as soon as possible and complete a Change Request Form where appropriate. MS Research Australia shall give notice in writing to the institution and the grantee of such termination or transfer. Upon the termination, grant funds already paid to the institution and not duly expended or committed shall be refunded to MS Research Australia.

5. Payment of grants

Payment of any grant, as specified in the Letter of Acceptance document, shall be transferred to the grant administration bank account of the institution at which the work is being performed, following submission to MS Research Australia of an invoice in April and October of each grant year.

Continued payment of the grant is contingent upon MS Research Australia receiving a Progress Report from the Chief Investigator (Project Grant or Incubator Grant), Fellow (Postdoctoral Fellowship) or Scholar (Postgraduate Scholarship or Vacation scholar) together with a copy of the General Ledger (GL) account for the project, signed by the appropriate accounts personnel from the institution, by the dates outlined in the Letter of Acceptance. Postgraduate and vacation scholars receive a stipend and as such a GL report is not required. Please refer to the MS Research Australia website (<https://msra.org.au/grant-report-templates/>) to download templates for these reports.

If either of these reports above is not received according to the schedule in the Letter of Acceptance, MS Research Australia will halt funding.

The supervisor of a Vacation Scholarship holder is required to complete a Vacation Scholarship Report within two (2) months of the completion of the work in their lab. Please refer to the MS Research Australia website to download the template (<https://msra.org.au/grant-report-templates/>).

6. Funding for the project awarded by non-MS Research Australia sources

If during the term of the grant, funding is also obtained for this same project from another source, such as (but not limited to) the NHMRC or NMSS, then the Investigator must notify MS Research Australia. MS Research Australia reserves the right to reduce or cancel the funding awarded by MS Research Australia if this is seen to be duplicate funding. This will be discussed with the Chief Investigator and will be decided on a case by case basis.

7. Use of grants

Funds are offered as a Grant-in-Aid or stipend for Postdoctoral or Postgraduate Scholars. The grantee is responsible for the management of salaries and other

expenditure within the limits of the grant. In accepting a MS Research Australia grant, each institution remains responsible for normal overhead expenses including maintenance costs on equipment purchased with MS Research Australia funds and institutional maintenance charges. The grant shall not be used for such purposes without agreement in writing by MS Research Australia. Grants shall be used solely for the purposes specified in the awards i.e. for items listed in the application under the heading 'Budget', except where permission has been obtained in writing from MS Research Australia to vary the use of the grant.

Where the grant monies are not fully expended within the duration of the grant, then MS Research Australia will request return of the unused funds. In some circumstances and with the permission of MS Research Australia via the Research Management Council, then some funds may be carried over. This is approved on a case by case basis. See point 9.1 below.

8. Equipment

Equipment purchased with a MS Research Australia grant will normally become the property of the host institution subject to the following conditions:

- The grantee will have free use of it during the tenure of the grant from MS Research Australia or any subsequent grants in connection with research relevant to multiple sclerosis.
- If the principal investigator moves to another institution during the tenure of the grant MS Research Australia has the right to request that the equipment is transferred with the investigator following discussion with the institutions concerned.
- The institution will be responsible for installing, accommodating, maintaining and insuring equipment.
- In particular circumstances, and as specified at the time of purchase, MS Research Australia may retain ownership of equipment.

9. Accounting for grants

- a. Grants monies for periods not exceeding one year that are not spent or committed at the end of the specified period shall be refunded by the institution, except where MS Research Australia approves funds to be carried forward in writing.
- b. Grants for periods exceeding one year which are unspent and uncommitted at the end of each calendar year may be carried forward into the following year in amounts not exceeding 50% of the grant for the purposes specified except where MS Research Australia approves in writing a greater amount to be carried forward.
- c. The responsible officer of the institution receiving each grant shall certify for each year not later than 31 March (or as designated in the Letter of Offer from MS Research Australia) of the year following that:

- The grant has been expended solely upon the work and for the purposes specified in the award of the grant and has not been used for items other than those listed in the budget section of the application.
 - All funds allocated in the grant for each year not expended or carried forward with the specific agreement of MS Research Australia have been returned.
 - The account for each yearly grant shall be closed on 31 December of the year following the grant.
- d. If the grant holder of any type of grant (grant, fellowship, scholarship) receives other funding for the same project as funded by MS Research Australia within the grant period subsequent years of their grant, they must advise MS Research Australia via the Research Development Coordinator research@msra.org.au (see section 6).

10. Publication of results

Importance is attached to the publication of results funded by MS Research Australia grants. The support of MS Research Australia shall be acknowledged in publications, using the following acknowledgement:

This work was generously supported by [grant type] funding from MS Research Australia [grant ID].

A copy of each published paper must be sent to the Research Development Coordinator on research@msra.org.au as soon as possible on acceptance of a publication.

11. Intellectual Property

Intellectual property resulting from MS Research Australia funded research normally belongs to the administering or host institution and must be handled in the national interest. Grantees and/or the responsible officer of the host institution must immediately notify MS Research Australia in writing of any patentable discoveries, inventions, processes or improvements arising from MS Research Australia supported research. The institution is authorised to conduct all necessary negotiations concerning the patent proceedings. Any revenue derived from commercial exploitation of inventions arising from MS Research Australia funded research must be disclosed (in confidence, if required) to MS Research Australia at the time of submission of progress reports and may be taken into account when funding of subsequent grants is being determined.

12. If the Chief Investigator leaves the institution before the research is finished.

Please communicate the pending departure of the investigator to MS Research Australia according to the contact details on Progress Reporting Template. MS Research Australia will then assess whether the grant can be continued by another suitably qualified researcher at the institution or cease the project.



13. Enquiries

Please direct any enquiries to the Grants Coordinator on grants@msra.org.au.