

«Lead Applicant»

«Lead Applicant Address New Line»

«Current Date»

«Lead Applicant Salutation»

Alzheimer's Research UK «Grant Type»: «Grant Reference»

I enclose the contract for the PhD Scholarship awarded to you at the «Host Institution» (hereafter 'the Institution') by Alzheimer's Research UK (hereafter 'ARUK'). The Scholarship is to work on the project '«Grant Title»', as presented in your application.

The award is subject to the general conditions set out in the appended document "General Conditions of Award – PhD Scholarships". In addition, the following specific conditions apply:

1. The Scholarship awarded by ARUK will provide a grant of up to «Grant Original Award» as detailed in the Appendix. The grant will be paid in advance in three yearly tranches, on submission of an invoice by the Institution to finance@alzheimersresearchuk.org. The grant reference, «Grant Reference», should be quoted on the invoice.
2. The Scholarship is for up to «Grant Duration months» months with a provisional start date of «Grant Start Date». Requests for extensions must be made by emailing ARUK outlining reasons and are approved on a no-cost basis.
3. The Institution and the Supervisor(s) must ensure that the student is provided with the appropriate research training and support to pursue the proposed research project and complete a thesis within the duration of the Scholarship. The student must be allowed to take a full part in laboratory meetings and to benefit academically from the research environment. The student will be expected to attend the ARUK Conference.
4. Should for any reason **XXXX** not proceed with the Scholarship, the Chair of the Grant Review Board (or an appointed person if this is inappropriate due to a conflict of interest) must approve the CV of any proposed replacement candidate in order for the Scholarship offer to remain valid.
5. The Supervisor(s) should ensure that the student uses the title of "Alzheimer's Research UK Scholar" although ARUK may ask that this title be altered to reflect a particular donor's contribution to this grant.
6. Impact and progress reports on the research carried out under the grant must be submitted to ARUK upon request. ARUK will be responsible for informing the Supervisor of when impact and progress reports are due. A visit by a representative of ARUK may be made during the course of the grant.
7. ARUK handles personal data submitted through grant applications. Our privacy notice states what ARUK does with application data, to whom application data is disclosed and the rights that applicants have under data protection law –

<https://www.alzheimersresearchuk.org/research/for-researchers/resources-and-information/research-guidelines-and-policies/>

8. The Supervisor(s) and the student must take all reasonable actions to disseminate research findings associated with the grant to the wider scientific community within a reasonable amount of time from receiving the grant, in accordance with our open access and data sharing policy - <https://www.alzheimersresearchuk.org/about-us/our-influence/policy-statements/open-access-and-data-sharing/>. ARUK also strongly encourages the Supervisor(s) and the student to consider publication on AMRC Open Research (<https://amrcopenresearch.org/>) - a platform for rapid authored publication and open peer review of research funded by participating AMRC member charities.
9. The Supervisor(s) and the student must take all reasonable actions to ensure that ARUK's contribution to the funding of the research is suitably acknowledged as "Alzheimer's Research UK" in all publications, presentations (including conference posters) and on relevant web pages (including laboratory home pages). Where possible, the Supervisor(s) and the student shall display ARUK's logo or a link to ARUK's website. The logo, and guidance on its use, can be obtained by contacting ARUK.
10. The Supervisor(s) must ensure that ARUK is notified when research or review papers (based wholly or partly upon the research to be funded by the grant) are accepted by a peer-reviewed journal for publication, and to inform ARUK, as soon as the Supervisor(s) is/are made aware, of the publication date. Upon publication one copy must be forwarded to ARUK. Press releases may be planned by ARUK, in conjunction with the Institution. The Supervisor(s) must ensure that the ARUK press team is informed before the release of any press statements associated to the Scholarship.
11. ARUK relies on voluntary donations to fund dementia research and therefore all opportunities to promote ARUK must be pursued. The Supervisor(s), the student and the Institution should co-operate with ARUK over any publicity or fundraising activity arising from ARUK-funded research. This could be by hosting lab tours, speaking at fundraising events and providing lay reports to ARUK's newsletter or to funders donating money to ARUK specifically for the grant. Where ARUK is the main funder of the research, ARUK reserves the right to lead on publicity.
12. ARUK reserves the right to name the Supervisor(s) and the student and Institution and summarise the grant, and its progress, in lay language to supporters through the website, newsletters or direct correspondence with donors or organisations likely to provide funding to the charity. The Supervisor(s) hereby agrees for this to happen and to inform ARUK at the start of the grant if there are confidential aspects of the work that he/she does not wish to be shared publicly.
13. If this project requires ethical approval and/or Home Office approvals which have not yet been obtained, the award is dependent upon the requisite approvals being granted.
14. ARUK is an NIHR non-commercial Partner and studies funded by ARUK grants are therefore eligible for consideration for NIHR Clinical Research Network (CRN) support. If the study involves the NHS or NHS patients, ARUK expects the Supervisor to apply where appropriate for consideration for NIHR CRN support and subsequent inclusion in the NIHR CRN Portfolio.

If the study meets the CRN's criteria for support, it will be added to the NIHR CRN Portfolio. ARUK then expects the Supervisor to (i) keep the study record on the Portfolio Database up to date and (ii) upload recruitment data into the Portfolio Database on a monthly basis. Please note that the NIHR CRN will share this data with ARUK through the production of quarterly reports.

15. Supervisors and students carrying out research using animals are expected to give appropriate consideration to the 3Rs (Replacement, Refinement and Reduction) and must implement the principles in the cross-funder guidance "Responsibility in the Use of Animals in Bioscience Research" (<http://www.nc3rs.org.uk/responsibility-use-animals-bioscience-research>).

Supervisors and students should make use of the ARRIVE guidelines (www.nc3rs.org.uk/ARRIVE) when designing their experiments, and ensure that they report animal-based studies in accordance with the ARRIVE guidelines as far as possible, taking into account the specific editorial policies of the journal concerned.

If there is any conflict between the terms of this letter and the “General Conditions of Award – PhD Scholarships”, the terms of this letter will take priority.

Please could you pass the enclosed copy of this letter and the appendices, together with the formal acceptance notice enclosed herewith, to the responsible officer(s) for signature? One signed copy should then be returned to us. The grant cannot be formally announced or activated until we have formal acceptance from the Institution. For our accounts, it is essential that we have the contract signed and returned before **Date**. We would appreciate your help to ensure this deadline is met.

On behalf of the Trustees, I should like to congratulate you on the award of this Scholarship and wish you and your team every success in your important work.

Yours sincerely

Director of Research