



The Marine Stewardship Council Scholarship Program Information Part 2: Terms & Conditions

These conditions define the basis on which the Marine Stewardship Council (hereby referred to as the MSC) offers support. The MSC seeks to establish a partnership with Scholarship recipients in which each party is clear as to its rights and obligations. If you accept a scholarship from the MSC it will be on the understanding that you have agreed and accepted the following terms and conditions.

Scholarship recipient obligations:

- The **scholarship recipient** is assumed to be the **individual** named on the application form, with the contact details as provided on the form, unless the MSC is notified otherwise.
- Before a scholarship can be paid, scholarship recipients **must** provide to the MSC details of the project start date and expected date of completion. Any variation over one month from these dates **must** be notified to the MSC in writing (email preferred).
- The project or activity to be funded by the MSC scholarship **must** be as described in the original application. Any significant variation **must** be reported to the MSC when the project begins, or as soon as possible thereafter.
- Scholarships are often made directly to individuals (the scholarship recipient) and in such instances, that individual is directly and solely responsible for complying with the scholarship terms and conditions. Scholarships made **to individuals** are **not transferable** in any circumstances.
- Institutional scholarship recipients may nominate an individual, other than the applicant, to manage work being funded by the MSC scholarship. The MSC **must** be advised of any such nomination at the time of confirming acceptance of the scholarship.

Progress and Final Report

The MSC requires 4 core outputs from the successful scholarship funding recipient:

1. An interim activity report (the MSC will provide the report template) (1000 words maximum).
2. A final activity report (the MSC will provide the report template) (1000 words maximum).
3. A project summary report (10,000 words maximum in the usual format of Executive summary, Introduction, Methods, Results, Discussion, References).
4. Supporting material for the project summary i.e. photographs, video, presentations etc.

- The interim monitoring report must be submitted to the MSC **within one month of mid-point of the project** e.g. If the scholarship recipient's project is 12 months in duration, the interim report must be submitted by the end of month 7.
- The final activity report, project summary report and supporting materials must be submitted to the MSC **within three months** after the project end date.
- The scholarship recipient **must** advise the MSC, with supporting explanation, if a delay should occur in the submission of the report and agree a revised reporting date with the MSC.
- **Failure to submit a report** within three months of the expected end date will mean that the scholarship recipient or host organisation where applicable, will be required to reimburse the full value of the award to the MSC. In such cases, future applications for funding (from the individual or institution) will not be considered.

Dissemination of results

The following shall apply:

- Scholarship recipients must keep MSC staff informed of all plans for dissemination of results.
- All written monitoring and reporting material must be submitted in English.
- If of sufficient quality, the MSC will expect to be able to publish the project summary report in its Scientific Report Series except where alternative peer reviewed publication of the results is anticipated.
- The MSC reserves the right to promote the project summary report and publish associated materials in the fisheries/environmental press (and/or another publication appropriate to the field of work).
- Where applicable, recipients may be asked to present the project and its findings in a relevant forum (special interest group meeting, trade conference, hospitality event organised by the MSC etc).
- The support of the MSC **must** be acknowledged in all written and published publications and oral presentations arising from the project. The MSC logo (& user guidelines) will be supplied upon request for this purpose.
- Failure to disseminate results and to acknowledge the support of the MSC may result in monies being recovered and future scholarship recipients being refused.
- The MSC will on occasion request the use of copies of photographs for utilisation in MSC promotion.

Finances

- The Scholarship is restricted to the costs of the project only and cannot be spent on non-project related costs or other expenses.
- Any under-spend of the scholarship at the end of the project, or if the project is curtailed early, must be returned to the MSC.

MSC obligations

- The scholarship is administered by the MSC, under the instruction of the Standards Director.

Dissemination

- The MSC will publicise details of the scholarship award and the name of the scholarship recipient in our annual report, website, and other relevant publications.
- The MSC reserves the right to share the information that you have provided to us, with relevant parties where appropriate.

Payment

- All payments over £500 shall be justified by receipts.
- The MSC will make a payment of 75% of the total scholarship award in the month preceding the given start date of the project. Earlier payment may be requested in writing by the scholarship recipient with supporting explanatory information.
- The remaining 25% of the scholarship award will be made on receipt of satisfactory monitoring and project summary reports.
- Payment will be made to the scholarship recipient, or to another payee nominated in the application form (if an organisational applicant).
- Payments will not be made for retrospective spending made prior to the formal offer of the scholarship programme award.

Withdrawal of a Grant

- The MSC reserves the right at any time and without notice to withdraw the scholarship funding, either in full or in part, if the scholarship recipient fails materially to comply with these terms and conditions.

Modification or Variation of Regulations

- The MSC reserves the right to modify, add to, or vary these regulations, as it sees fit and undertakes to give prior notice to the scholarship recipient of any change.
- The MSC will seek to ensure that the grant-holder is not disadvantaged by such changes.