



# OCEAN STEWARDSHIP FUND – STUDENT RESEARCH GRANTS (SRG)

## TERMS AND CONDITIONS

The Student Research Grant (SRG) Award is administered by the Marine Stewardship Council (MSC), under the instruction of the MSC's Chief Science and Standards Officer. These conditions define the basis on which the Marine Stewardship Council Ocean Stewardship Fund (hereby referred to as the MSC) offers support. The MSC seeks to establish a partnership with SRG Awardees in which each party is clear as to its rights and obligations. If you accept an SRG from the MSC, it will be on the understanding that you have agreed and accepted the following terms and conditions.

### 1. SRG Awardee obligations

- 1.1. The SRG Awardee 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.
- 1.2. The SRG Awardee must have the advance agreement and support of their project supervisor. Both the SRG Awardee and the project supervisor are required to sign these Terms and Conditions before the release of any funding.
- 1.3. Before an SRG can be paid, SRG Awardees 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 via email in advance, along with a reason for the extension. This extension must be agreed by the MSC. If at any time the MSC determines that the grant purposes are not being met, or that the Awardee fails to satisfy the reporting requirements, the MSC reserves the right to withhold the final 25% of SRG funding.
- 1.4. The project or activity to be funded by the MSC must be as described in the original application. Any significant variation (including expected variations in spend of more than 15%) must be reported to the MSC prior to or when the project begins, or as soon as possible thereafter. Any significant changes may trigger a review of the Awardee's ability to carry out the project: such review may lead to the MSC deciding to set additional terms and conditions, or other limitations on any unexpended funds.
- 1.5. SRG payments are often made directly to individuals (the SRG Awardee) and in such instances, that individual is directly and solely responsible for complying with the SRG terms and conditions. SRG payments made to individuals are not transferable in any circumstances.

- 1.6. SRG Awardees must ensure that grant activities comply with all local legislation, codes of practice (including health and safety and any codes employed by the fishery), regulatory requirements and ethical guidelines; furthermore, that all necessary licences and approvals required to carry out the project are obtained and in place during the grant period.

## 2. Progress and Final Report

- 2.1. The MSC requires the following core outputs from SRG Awardees:
  - 2.1.1. An interim progress report submitted via email (500 words maximum).
  - 2.1.2. A final project report including a technical summary of the project (2,000 words maximum in the format of Executive Summary, Introduction, Methods, Results, Discussion, References) and a non-technical report (1,500 words maximum containing a lay summary of the project, general report on the Awardee's experience and details of the project spend). Awardees may also submit a copy of the journal paper or thesis associated with their project results if they so wish.
  - 2.1.3. Supporting material relating to the project i.e. photographs, video, etc.
  - 2.1.4. Timely contributions towards any Q&A, blog posts and/or social media posts relating to their project or the SRG more broadly for a period of up to three years after the term of the Grant has ended.
- 2.2. The interim progress report must be submitted to the MSC within one month of mid-point of the project e.g. if the SRG Awardee's project is 12 months in duration, the interim report must be submitted by the end of month 7.
- 2.3. The final project report, non-technical lay summary and supporting materials must be submitted to the MSC within three months after the project end date.
- 2.4. The SRG Awardee 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.
- 2.5. Failure to submit a report within three months of the expected end date will mean that the SRG Awardee 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.

## 3. Dissemination of findings

- 3.1. SRG Awardees are expected to maximise the benefits of their research by sharing their findings with a wider audience.
- 3.2. Awardees must keep the MSC informed of all their plans to disseminate their findings, acknowledge the support of MSC (see 3.4) and share copies of any such communications.



- 3.3. Where applicable, the MSC may ask Awardees to present their project and its findings in a relevant forum (special interest group meeting, trade conference, hospitality event organised by the MSC etc.) Awardees are also encouraged to seek their own opportunities to present their project at a scientific conference, workshop or meeting.
- 3.4. Awardees must acknowledge MSC's support on all communications associated with the project and use the following text: "made possible through the Student Research Grants, part of the Ocean Stewardship Fund program of the Marine Stewardship Council (MSC). The MSC has not reviewed this content". The MSC's corporate logo (not ecolabel) may be used in conjunction with this text only and can be supplied on request for this purpose. For social media posts, Awardees should include the following hashtag: #OceanStewardshipFund and tag @MSCecolabel on social media platforms, where possible.
- 3.5. If the Awardee does not acknowledge the support of MSC or make any efforts to disseminate their results, the MSC may request the return of monies.
- 3.6. The MSC is keen to share the benefits of projects funded by the SRG and reserves the right to include information from the project reports in its own periodic public reports as well as press releases and other public communications. The MSC may use any images or videos submitted in SRG reports as it sees fit but will acknowledge copyright as appropriate.

#### **4. Finances**

- 4.1. The SRG Award is restricted to the costs of the project only, as outlined in the application, and cannot be spent on non-project-related costs or other expenses.
- 4.2. Any under-spend, either at the end of the project or as a result of early curtailment, must be returned to the MSC.

#### **5. Payment**

- 5.1. Payment will be made to the SRG Awardee.
- 5.2. All receipts over £100 should be retained but will only be requested by MSC when necessary, not as part of the routine reporting.
- 5.3. The MSC will make a payment of 75% of the total SRG Award in the month preceding the given start date of the project. Earlier payment may be requested in writing by the Awardee with supporting explanatory information.
- 5.4. The remaining 25% of the Award will be made on receipt of a satisfactory final project report and interim report.



5.5. Payments will not be made for retrospective spending made prior to the formal offer of the SRG Award.

## **6. Withdrawal of the SRG Award**

6.1. The MSC reserves the right at any time and without notice to withdraw the SRG Award, either in full or in part, if the Awardee fails materially to comply with these terms and conditions.

## **7. Dissemination of personal data**

7.1. Applicants submitting an SRG application must review and understand MSC's policy on data processing, sharing and retention outlined within the OSF Privacy Policy on the [SRG web page](#).

7.2. Both parties will comply with all applicable requirements of all applicable data protection and privacy legislation in force from time to time in the UK including the General Data Protection Regulation ((EU) 2016/679); the Data Protection Act 2018; the Privacy and Electronic Communications Directive 2002/58/EC (as updated by Directive 2009/136/EC) and the Privacy and Electronic Communications Regulations 2003 (SI 2003/2426) as amended and any other European Union legislation relating to personal data and all other legislation and regulatory requirements in force from time to time which apply to a party relating to the use of personal data (including, without limitation, the privacy of electronic communications) and the guidance and codes of practice issued by the relevant data protection or supervisory authority and applicable to a party.

7.3. Details concerning the Award, including the Awardee's name, may be made publicly available on the MSC's website and other media outlets, e.g. annual report, a press release. The MSC may also use this information to contact Awardees about potential communications opportunities to help promote their project. This will include:

7.3.1. actively promoting the project to the media, seeking opportunities for journalists to interview the Awardee that could involve sharing their contact details with them once additional written permission is gained from the Awardee by email

7.3.2. actively approaching the Awardee for additional videos, photographs or updates around their project for MSC's communications channels, on the website, through emails, newsletters, social media and in press releases or other marketing activities in relation to the Awardee's project that promote the MSC and/or the OSF.

## **8. Modification or variation of regulations**

8.1. 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 Awardee of any change.

8.2. The MSC will seek to ensure that the Awardee is not disadvantaged by such changes.



## 9. Declaration

Please read and sign the following statement: **“I confirm that I have read, understood and accept the Terms and Conditions of the Student Research Grants.”**

<b>Student’s signature</b>	
<b>Student’s name</b>	
<b>Date</b>	
<b>Supervisor’s signature</b>	
<b>Supervisor’s name</b>	
<b>Date</b>	