

ACUPUNCTURE ASSOCIATION OF CHARTERED PHYSIOTHERAPISTS LIMITED

RESEARCH PROJECT GRANTS

TERMS AND CONDITIONS FOR APPLICANTS

1. All applicants must conform to the instructions accompanying the application form.
2. The lead applicant must be a fully-paid up member of the Acupuncture Association of Chartered Physiotherapists [AACP] and a member of the Chartered Society of Physiotherapy. The level of AACP membership of the applicant must be at least 'accredited'.
3. Applications will be independently reviewed by at least two referees selected by the AACP Education, Research & Training Committee [ETRC] as soon as possible after receipt. The ETRC will work in collaboration with the Scientific Panel of the CSP when deciding which projects to fund, having considered the recommendations of the referees. The ETRC will make a recommendation to the AACP Board, whose decisions regarding the Research Grants are final.
4. The award provides financial assistance to the researchers named on the application, to carry out the proposed research. It is expected that the lead applicant will have a substantial role in the research project and all applicants will be actively and personally engaged on the project.
5. In selecting projects for the award, priority will be given to suitable applicants whose projects are judged to be worthy of funding and who have not previously been funded by the AACP.
6. AACP Limited accepts no liability, financial or otherwise, for expenditure or liabilities arising out of the work other than for those specifically listed and for which the award is made.
7. For projects carried out within the NHS setting, applicants are required to produce a letter of confirmation that the necessary infrastructure for the entire project is available and at no additional cost to AACP Limited.
8. Any conditions made by AACP Limited in respect of making an award, should be met within the time limit specified or the award will be forfeited. If conditions are not satisfactorily met, the application will no longer be valid and the conditional offer granted by AACP Limited be withdrawn
9. Applicants, who have met the conditions of an award to the satisfaction of the ETRC, must give a confirmed start date. Payment will then be made quarterly in arrears on production of a statement of account. First payment will be made 3 months after commencement of the project and thereafter to the end of the project. Payment will be made on the basis of expenses incurred during the previous 3 months and not necessarily equally distributed over the period of the project.
10. Estimates of the costs are considered by AACP Limited. If an award is made, all finance must be handled through a recognised institution. The grant award gives permission to claim up to the amount awarded over the stated research period. The amount of the grant awarded is final and requests for additional funding will not normally be considered.
11. AACP Limited attaches importance to the dissemination of research undertaken with the assistance of a grant. Proposed communication of the research and its results (in the form of journal articles etc.) should acknowledge the support of AACP Limited
12. AACP Limited reserves the right to terminate or vary the agreement should the researcher be unable to continue his or her research for any reason.
13. If the project being funded changes, then the ETRC shall be notified. If a project changes significantly from that agreed, then the ETRC shall be informed and the grant frozen pending their decision. A resubmission may be requested.

14. AACCP Limited may publish details of the research and of the grant in respect thereof, in any report of research programmes fully or in part funded by the AACCP.
15. All grant-holders will be required to submit an annual progress report. A full report, including a detailed financial account must be produced on completion of the project. These are reviewed by the ETRC.
16. Unless applicants are specifically requested to do so by AACCP Limited, resubmissions of rejected applications will not be considered.
17. Confirmation of an award is subject to a signed contract between AACCP Limited and the award holder.