



British Science Week 2025 Community Grants

Terms & Conditions

1. By submitting an application to the British Science Association, the organisation named in the application (referred to as 'you' in these Terms and Conditions) agrees, if awarded a grant, to:

1.1 hold the grant on trust for the British Science Association (referred to as 'we' or 'us') and use it only for your event/activity as described in your application or otherwise agreed with us, and only for expenditure incurred after the date of the grant award;

1.2 hold your event/activity within British Science Week (7th to 16th March 2025). If for whatever reason you are not able to run your events/activities during this time, the grant money will have to be returned to the British Science Association. For these reasons, you will have contingency plans in case of illness or unforeseen circumstances;

1.3 complete an organiser feedback survey (provided by the British Science Association) after British Science Week;

1.4 distribute a short feedback form (provided by the British Science Association) to your event/activity participants and return the completed forms to the British Science Association head office after the event/activity;

1.5 act lawfully in carrying out your event/activity, in accordance with best practice and guidance from your regulators, and follow any guidelines issued by us about the event/activity or use of the grant;

1.6 correctly acknowledge UK Research and Innovation (UKRI), British Science Week and the British Science Association in any press releases or marketing material. Please contact the British Science Association for additional information.

1.7 use the British Science Week logo on any marketing materials produced, either in print or online. Downloadable logos can be found on the British Science Week website;

1.8 hold the grant in a UK based bank or building society account which has the same name as that of your organisation;

1.9 immediately return any part of the grant that is not used for your event/activity or constitutes unlawful state aid;

1.10 where your event/activity involves working with children, young people or vulnerable adults, adopt and implement an appropriate written safeguarding policy, obtain written consent from legal carers or guardians and carry out background checks for all employees, volunteers, trustees or contractors as required by law;



1.11 comply with data protection laws and obtain the consent of your beneficiaries for us and you to receive and process their personal information and contact them;

1.12 keep accurate and comprehensive records about your event/activity both during the event/activity and for seven years afterwards and provide us on request with copies of those records and evidence of expenditure of the grant, such as original receipts and bank statements;

1.13 allow us reasonable access to your premises and systems to inspect event/activity and grant records;

1.14 the British Science Association publicising and sharing information about you and your event/activity including your name and images of event/activities. You hereby grant us a royalty free licence to reproduce and publish any event/activity information you give us. You will let us know when you provide the information if you don't have permission for us to use it in this way.

1.15 you, or someone from your organisation, will inform us immediately of any safeguarding incident or allegation involving a member of your organisation, project staff, volunteers or agents which occurs within the grant funded project. You, or someone from your organisation, will inform us immediately in the event of an investigation against your organisation or a staff member or volunteer by the police or a regulatory body which relates to the grant funded project.

2. You acknowledge that we are entitled to suspend or terminate the grant and/or require you to repay all or any of the grant in any of the following situations. You must let us know if any of these situations have occurred or are likely to occur:

2.1 you use the grant in any way other than as approved by us or fail to comply with any of these Terms and Conditions.

2.2 you fail to complete the feedback forms or your activity/event differs greatly to that outlined in your application.

2.3 you have match funding for the project withdrawn or receive duplicate funding for the same project costs as funded by the grant.

2.4 you provide us with false or misleading information either on application or after award of the grant. In relation to the grant funded project, you or your organisation act dishonestly or are under investigation by us, a regulatory body or the police, fail to inform us about a relevant safeguarding incident or external investigation, or if we consider for any other reason that public funds are at risk or you do anything to bring the British Science Association or UK Research and Innovation into disrepute.

2.5 you enter into, or in our view are likely to enter into, administration, liquidation, receivership or dissolution.

3. You acknowledge that:

3.1 the grant is for your use only and we may require you to pay us a share of any proceeds from disposal of assets purchased or enhanced with the grant;



3.2 we will not increase the grant if you spend more than the agreed budget;

3.3 if the provided bank account details including account name, account number and sort code, are incorrect, your grant payment may be significantly delayed or your grant offer may be withdrawn;

3.4 the grant is not consideration for any taxable supply for VAT purposes;

3.5 we have no liability for any costs or consequences incurred by you or third parties that arise directly or indirectly from the project, nor from non-payment or withdrawal of the grant, save to the extent required by law;

3.6 the British Science Association will not be held responsible or liable for any consequences, whether direct or indirect to any loss or damage, personal or otherwise, injury or death however arising in grant-funded events and activities. Grant recipients are responsible for taking out any public liability or other insurance necessary to cover the activities.

3.7 these Terms and Conditions will continue to apply for one year after the grant is paid or until the project has been completed, whichever is later. Clauses 1.6, 1.7, 1.9, 1.12, 1.13, 1.14, 3.5 and 3.6 shall survive expiry of these Terms and Conditions; and

3.8 if the application and grant award are made electronically, the agreement between us shall be deemed to be in writing and your online acceptance of these Terms and Conditions shall be deemed to be a signature of that agreement.