



The Aplastic Anaemia Trust's (AAT) Research Policy (for applicants), 2018

1. General

Our focus is on funding research that is in line with the mission and objectives of the AAT, criteria set out in the AAT's Research Strategy, and that leads to tangible outcomes.

Our research funding will be allocated to research teams attached to recognised academic or medical institutions as approved by the charity's Research Advisory Panel.

The grant must only be used by the institution and only for the purpose it was awarded. Any likely departure from the agreed project scope must be notified to the AAT immediately, which will then decide whether or not to continue with the grant.

The project must start within 6 months of the grant award letter unless a request for delay is submitted in writing to the AAT's Board of Trustees and approved.

Our research awards will cover only costs directly incurred as part of the research project.

Our total available research pot in the 2018 grant round is £250, 000 across the remit of the strategy and we will look to spread it across a small number of projects that meet the criteria set out in the Research Strategy.

2. Ethical considerations

The applicant must provide copies of relevant Ethics Committee approval of their proposed project before any payment of the grant can be made.

If the project includes research on human beings, using clinical data it will be the responsibility of the institution to obtain the following approvals as appropriate:

- Fully informed consent from all participants
- Approval from the Research Ethics Committee of the institution.

In addition, research involving human subjects, including volunteers and patients, must fulfil all relevant regulations and legislation, including those relating to confidentiality of medical records.

| | | |
|---|---|-------------------------------|
| Date of issue: March 2018 | Issued by: The CEO | Approved by: The Board |
| Date of Latest review: March 2018 | Date of Next review: March 2019 | |
| AAT's Research Policy (Applicants). This is a controlled document. This document is for internal use only and may not be relied upon by third parties for any purpose whatsoever © | | |



The AAT supports the position statement of the Association of Medical Research Charities (AMRC) on the use of animals in medical research (<http://www.amrc.org.uk/>). It is the charity's policy that the use of animals for research purposes is only undertaken when there is no other alternative.

3. Scientific integrity

The AAT expects the highest standards of integrity to be adhered to by the researchers it funds, with their own published standards of good research practice and formal written procedures for the investigation of allegations of scientific misconduct in place.

4. Fellowships

We will invite applications for post-doctoral fellowships for UK scientists with a PhD wishing to undertake scientific research into rare bone marrow failures. This aims to attract haematologists to the field of rare bone marrow failure.

Applications for a postdoctoral fellowship are open to scientists with a PhD in a UK-based institution able to supervise the postdoc. period researching rare bone marrow failures.

The grant recipient will be expected to submit an interim, annual (where a grant is for more than 1 year) and final report within 3 months of the end of the studentship. Key findings and progress updates will be published in the Research area of the AAT's website and will be considered by the Board of Trustees. If the grant holder fails to submit a report, a grant payment may be withheld.

The duration of the grant will be for 2 years.

5. Research grants

All AAT research grant recipients are expected to submit an interim (3-monthly), annual (where a grant is for more than 1 year) and final report within 3 months of the end of the project. Key findings and progress updates will be published in the Research area of the AAT's website and will be considered by the Board of Trustees. If the grant holder fails to submit a report, a grant payment may be withheld.

No top up or extension payments will be available to supplement the grant amount agreed, it is therefore crucial to consider the long-term sustainability of the project.

The maximum duration of the grant will be 3 years, although a longer period may be considered by negotiation and with explicit approval by the AAT's Board of Trustees.

2

| | | |
|---|---|-------------------------------|
| Date of issue: March 2018 | Issued by: The CEO | Approved by: The Board |
| Date of Latest review: March 2018 | Date of Next review: March 2019 | |
| AAT's Research Policy (Applicants). This is a controlled document. This document is for internal use only and may not be relied upon by third parties for any purpose whatsoever © | | |



No more than one application can be submitted by the applicant per funding round. An application for a collaborative research project can be submitted, with a reputed institution in the UK or abroad that would also be contributing to the costs of the project. The AAT will aim to match the amount funded by the 'partner' up to amount agreed by the Board of Trustees.

The AAT Research Grant funding is claimed by authorised finance departments submitting invoices at quarterly intervals to finance@theaat.org.uk.

6. Dissemination of research findings

The grant holder must acknowledge the AAT in all publications and presentation of the work arising from the grant and supply the organisation with copies of all publications resulting from the work, preferably in electronic format.

The contribution of the AAT and of any donor/sponsor(s) named in the grant should be suitably acknowledged in all publications, presentations and other opportunities, unless the donor/sponsor has indicated a desire to retain their anonymity.

The AAT requests that acknowledgements include the words "This work is supported by the Aplastic Anaemia Trust, Registered Charity No 1107539 (and the sponsor if applicable)."

The AAT should be informed, in advance, of any publications based wholly or partly upon research it has helped to fund. This includes papers accepted for publication after the grant period has ended. In this regard it is requested that an electronic copy of all research papers be forwarded to the AAT upon publication (or three hard copies).

The AAT expects to be permitted to use publications and progress reports of research projects for publicity purposes as well as on our website and would be grateful for the support of researchers at appropriate fundraising events.

The AAT would expect the grant holder to present the progress of his/her research, if requested, at a mutually convenient time. This may be to monitor the progress of research, to keep donor/sponsor(s) up to date with work they are supporting or for publicity purposes. Appropriate travel and subsistence expenses for such purpose would be paid at the rates set out in the AAT's expenses policy.

| | | |
|---|---|-------------------------------|
| Date of issue: March 2018 | Issued by: The CEO | Approved by: The Board |
| Date of Latest review: March 2018 | Date of Next review: March 2019 | |
| AAT's Research Policy (Applicants). This is a controlled document. This document is for internal use only and may not be relied upon by third parties for any purpose whatsoever © | | |



7. Grant acceptance

Before a grant begins, the institution must accept, and agree to abide by this agreement, by signing and returning one copy to the AAT. The policy may only be signed by a senior staff member who has the authority to commit the institution to the agreement. Such an individual may be: The Principal, the Vice Chancellor or Dean, the Registrar, the Secretary, the Research Contracts Officer, the Bursar, the Finance Officer or the Chief Accountant of the institution.

| | | |
|---|---|-------------------------------|
| Date of issue: March 2018 | Issued by: The CEO | Approved by: The Board |
| Date of Latest review: March 2018 | Date of Next review: March 2019 | |
| AAT's Research Policy (Applicants). This is a controlled document. This document is for internal use only and may not be relied upon by third parties for any purpose whatsoever © | | |



The AAT Research Policy Acceptance Form

| | |
|--------------------------------|------------------|
| Name of researcher | |
| Institution | |
| Address | |
| Project | |
| Grant total (£): | Duration: |
| | |
| Agreed annual payments: | |

I hereby confirm that I am an authorised person of the institution and that on behalf of the institution I accept the terms of the policy:

| |
|------------------|
| Signature |
| Name |
| Address |
| E-mail |
| Tel. No |

5

| | | |
|---|---|-------------------------------|
| Date of issue: March 2018 | Issued by: The CEO | Approved by: The Board |
| Date of Latest review: March 2018 | Date of Next review: March 2019 | |
| AAT's Research Policy (Applicants). This is a controlled document. This document is for internal use only and may not be relied upon by third parties for any purpose whatsoever © | | |