

Emeritus Fellowships 2018 Terms and Conditions

Fellowships may be taken up on the first of any month between August 2018 and July 2019.

Research expenses (if over £10,000) are normally paid in two equal instalments: one at the beginning of the award and the other half-way through. Research expenses of £10,000 and under are normally paid in one instalment at the beginning of the Fellowship. Research expenses are paid by BACS either direct to the Fellow's nominated institution (option 1), or direct to the Fellow's bank account (option 2). The award holder must choose whether to have their research expenses paid to their institution or to themselves and complete the appropriate 'Payment of Research Expenses' form. The completed form must reach the Trust at least three weeks before the Fellowship starts. Please note that the Trust cannot advise on Income Tax matters, and it is the award holder's responsibility to write to his/her Inspector of Taxes giving details of the award, if this is deemed necessary.

Requests to vire funds from one budget heading to another should be made in advance and in writing to the Chairman of the Advisory Committee.

If a Fellow's personal or academic situation changes during tenure of an award in a way which is likely to affect completion of the research project, and if such changes are likely to last for up to three months, then a grant holder may request that the award be placed in abeyance for a reasonable period. The Chairman of the Advisory Committee will be asked to consider such requests.

Any funds in hand at the end of tenure should be returned to the Trust. If the Fellow wishes to draw on the remaining balance after the official end of the award (s)he must seek the Chairman's permission in writing. An extension of more than six months would only be granted in exceptional circumstances.

At the end of the Fellowship a final report is due, summarising the work completed, indicating the progress reached in comparison to the original proposal, giving a general indication of the costs incurred and the results of the research, including plans for publication or other public output. An interim report is due at the end of the first year if a Fellowship lasts for 18 months and over. The Grants Manager will send the Fellow the report guidelines at the appropriate time, but these can also be downloaded from the Grant Holders section of the website.

Suitable acknowledgement should be made in any work that appears as a direct or partial result of the Fellowship and, if possible, a copy should be sent to the Committee.

The award may not be held concurrently with another from a different source for the same purpose without first receiving the Committee's permission.

A list of 2018 award holders will be published on the Leverhulme Trust website.

Acknowledging the Trust and logos

We ask all grant holders to acknowledge the Trust's support in any publicity, promotional materials or publications associated with research funded by the Trust. Please ensure that you read the detailed guidance on acknowledging the Trust's support and use of the Leverhulme Trust logo at www.leverhulme.ac.uk/grant-holders/logo