



RESEARCH GRANT TERMS AND CONDITIONS

These **Research Grant Terms and Conditions** ("Conditions"), together with the **Grant Award Letter**, set out the terms under which **Tick-borne Diseases Foundation Netherlands (TBD-Foundation)** (Stichting Tekenbeetziekten) awards a **Research Grant** or **Fellowship Grant** to the **Host Institution** and/or the **Principal Investigator (Recipient)**.

Definitions

- **Grant Award Letter** – The letter from TBD-Foundation to the Host Institution specifying the awarded amount and any specific conditions, in addition to these Conditions.
- **Research Grant** – A financial contribution toward the costs of a specific research project deemed eligible for funding by TBD-Foundation.
- **Fellowship Grant** – A financial contribution to an institution in support of a specifically named researcher.
- **Host Institution** – The organisation to which the grant is awarded and which is responsible for conducting the research and providing financial accountability.
- **Principal Investigator (Recipient)** – The lead or main applicant, responsible for the scientific direction, execution, and reporting of the research.
- **Intellectual Property (IP)** – All inventions, discoveries, technologies, software, databases, copyrights, knowhow, and other rights, including any future extensions or renewals thereof, anywhere in the world.
- **Data Protection Regulations** – Ensure that personal data are processed lawfully, transparently, and securely, with full respect for the privacy and rights of individuals.

Data Protection Regulations

TBD-Foundation will process information provided in the grant proposal for the purposes of evaluating the proposal, awarding any resulting grant, and managing, reviewing, and monitoring the grant. This processing may include, but is not limited to: registration and secure storage of proposals; operation of grant management and information systems; preparation of documentation for peer review panels; administration, investigation, and review of grant proposals; and statistical analysis in relation to research evaluation and the study of funding trends.

Funded research proposals and outputs may be made publicly available on the TBD-Foundation website, and in reports, publications, or mailing lists, in accordance with applicable confidentiality obligations and intellectual property rights.

Following the completion of the grant, TBD-Foundation may contact the Recipient regarding future funding opportunities, events, or for purposes of evaluation and monitoring. By agreeing to these Terms and Conditions, the Host Institution consents on behalf of the Recipient to such communications. Should the Recipient prefer not to be contacted, they may inform TBD-Foundation at any time.

Recipients retain the right to opt out of direct communications in the future, provided that they continue to comply with all other obligations under these Grant Terms and Conditions.



All personal data will be processed in accordance with the **EU General Data Protection Regulation (GDPR)** and **Dutch General Data Protection Regulation (GDPR)** and relevant Dutch data protection laws, ensuring confidentiality, integrity, and security of the information.

1. General Provisions

- 1.1 The Principal Investigator and Host Institution must conduct the research according to the highest scientific and ethical standards, free from conflicts of interest, and use the grant solely for the agreed research purpose.
- 1.2 TBD-Foundation does not act as an employer. The Host Institution is responsible for all appointments, employment contracts, and compliance with Dutch labour law, including occupational safety and welfare requirements.
- 1.3 The Host Institution must return a **signed copy** of the Grant Award Letter to TBD-Foundation within **thirty (30) days** of its issue date.

2. Financial Provisions

- 2.1 TBD-Foundation funds only direct project costs, including **salaries of research personnel, consumables, project-specific equipment, and travel and accommodation expenses** directly related to the research or fellowship grant for which this funding has been awarded.
- 2.2 TBD-Foundation does **not** fund:
 - any increase of the costs of the research;
 - indirect costs (e.g., overhead, utilities, housing, ICT, or central services);
 - general-purpose equipment or infrastructure;
 - price increases or inflation adjustments.
- 2.3 Payments are made according to the Grant Award Letter and based on **invoices** from the Host Institution detailing the costs incurred.
- 2.4 Unspent funds at the end of the project must be **returned** to TBD-Foundation.
- 2.5 The Host Institution must ensure that any required co-funding or additional resources are secured before the start of the research.
- 2.6 The TBD Foundation will pay the Grant to the Host Institution at the beginning of the project. Payments will only be made to institutional bank accounts held in the name of the Host Institution, in accordance with Dutch financial and anti-money laundering regulations.
- 2.7 The TBD Foundation reserves the right to suspend or reclaim any part of the Grant if funds are used for purposes other than those stated in the approved Research Proposal or in breach of the Terms and Conditions.



3. Legislation and Regulatory Compliance

- 3.1 The Host Institution is responsible for complying with all relevant **Dutch and European laws and regulations**, including obtaining necessary permits, ethical approvals, and compliance with data protection legislation (GDPR).
- 3.2 For research involving humans or human material, prior approval by a recognised **Medical Ethics Review Committee (METC)** is required.
- 3.3 Animal research must comply with the **Dutch Animal Welfare Act** and the **3Rs principles** (Replacement, Reduction, Refinement).
- 3.4 The Host Institution must have internal procedures to prevent fraud, conflicts of interest, tax evasion, money laundering, or other irregularities. Grand expenditure is controlled in accordance with these arrangements.

4. Reporting and Oversight

- 4.1 The Principal Investigator must submit **biannual or halfway progress reports** and a **final report** within **three (3) to six (6) months** after project completion, as well as provide a **short update** on the developments resulting from the funded project for publication on the TBD-Foundation website **two (2) to four (4) years** after completion.
- 4.2 Reports may be shared with the **Scientific Board of the TBD-Foundation**. Lay summaries may be made publicly available via the TBD-Foundation website unless a substantiated objection is submitted.
- 4.3 TBD-Foundation reserves the right to monitor project progress, review reports, and conduct site visits at the research location.

5. Amendments, Extensions, and Termination

- 5.1 TBD-Foundation may terminate the grant with a three-month notice period, for instance in case of financial necessity or significant deviation from project objectives.
- 5.2 The Host Institution must immediately inform TBD-Foundation of:
 - changes in research aims, research logistics or team composition;
 - premature termination of the research;
 - conflicts of interest or circumstances that may affect project progress.
- 5.3 A no-cost extension of up to **twelve (12) months** may be granted in case of justified delay due to force majeure, illness, parental leave, research logistics, or comparable circumstances.



6. Intellectual Property and Open Access

- 6.1 Results arising from TBD-Foundation-funded research must, where possible, be made publicly available in accordance with open access principles and relevant European and national research policies.
- 6.2 The Host Institution must maintain effective policies and internal procedures for identifying, protecting, and managing intellectual property (IP) rights generated through the research.
- 6.3 TBD-Foundation must be promptly informed in writing of:
 - potentially patentable discoveries;
 - intended or ongoing commercial applications;
 - publications or other public dissemination related to the research results;
 - any pre-existing agreements or obligations which could affect compliance with these TBD-Foundation Grant Terms and Conditions.
- 6.4 Publications must acknowledge TBD-Foundation as a funding source. For example: "This research was financially supported by the Tick-borne Diseases Foundation Netherlands (TBD-Foundation)."
- 6.5 A representative of TBD-Foundation (usually the Chair or Vice-Chair) may be invited to contribute to scientific publications and other outputs arising directly from the grant, and may be named as a co-author where their contribution meets the authorship criteria set out in the **Vancouver Convention**.
- 6.6 The Institution shall make reasonable efforts to ensure that research results are utilised for the benefit of patients affected by tick-borne diseases, in accordance with applicable intellectual property law and the principles of **knowledge valorisation** and **public benefit** as defined under European research and innovation frameworks (including **Horizon Europe**).
- 6.7 TBD-Foundation reserves the right to a reasonable share in any financial revenues derived from the commercial exploitation of the research results, proportionate to its financial or intellectual contribution.
- 6.8 TBD-Foundation may be included as a **co-applicant or collaborator** in subsequent grant applications that directly result from the funded project, including reasonable allocation for TBD-Foundation's research time. The parties agree to discuss such inclusion in good faith, taking into account the organisation's role, eligibility of foreign entities (where applicable), and other relevant considerations.

7. Liability and Insurance

TBD-Foundation accepts no liability for any damage, costs, or obligations arising from the research. The Host Institution is required to maintain adequate insurance coverage (liability, occupational safety, legal protection).



**Tick-borne diseases
Foundation Netherlands**

From prevention to cure

8. Amendments to the Conditions

TBD-Foundation reserves the right to amend these Conditions. The Host Institution will be notified in writing and will have **fourteen (14) days** to accept the revised Conditions. If the institution does not accept the amendments, TBD-Foundation may terminate the grant and reclaim any unspent funds.

9. Applicable Law

This agreement shall be governed by and construed in accordance with **Dutch law**. Any disputes shall be submitted to the competent court in **The Hague, the Netherlands**.

Tick-borne Diseases Foundation Netherlands (TBD-Foundation) (Stichting Tekenbeetziekten)
Mient 13
2564 KE The Hague
Netherlands
Chamber of Commerce registration number: **09161797**
Public Benefit Organisations (ANBI) registration number: **8159.67.159**
Dutch Charity Regulator (CBF) registered.

Research Grant Terms and Conditions, TBD-Foundation, Version: V3, Date: 26-08-2026