

National Translational Research Collaborative

Mandatory Conditions for Grant Recipients

These conditions apply to all recipients of SHPA grants through the National Translational Research Collaborative (NTRC). Recipients agree to these conditions when they formally accept the grant by completing the NTRC Grant Acceptance form. Failure to comply with all mandatory conditions within the NTRC research grants program will result in termination of the grant and, in addition, the recipient shall immediately become liable to repay to SHPA all funds received.

1. Unless otherwise specified¹, applicants shall have twelve months current membership with SHPA, or, in the case of student members, three months current membership, at the closing date for award applications. Applicants shall maintain membership throughout the tenure of the grant.
2. Recipients of a grant shall specify a completion date for the project that is acceptable to SHPA Federal Council as determined by the NTRC Research Grants Committee (RGC).
3. Recipients shall make no alterations to the proposal as submitted, without the written approval of SHPA Federal Council as determined by RGC.
4. Grants are to be taken up within 12 months of notification of a successful application.
5. If a grant is conditional on amendments to the protocol/submission the revised application must be resubmitted to RGC within three months of notification from the Committee.
6. Unless the RGC otherwise specifies, the recipient shall submit a written report to the RGC within 120 days of the completion date of a project supported by the NTRC research grants program. The report shall be in a form (and use a style) suitable for publication in an SHPA journal/publication (e.g. JPPR or Pharmacy GRIT).² Reports on professional development activities must conform to the guidelines for writing NTRC Grant Reports³. Reports of attendance at a conference or seminar must be submitted for publication within a month of returning from the conference/seminar. Where the RGC specify a report is required, a minimum of \$200, or 10% (whichever is the greater) of all grants will be withheld pending the submission of the report.
7. Progress reports may be called for by the RGC.
8. The final report must include a completed expenditure report.
9. Papers for publication arising from a project supported by the NTRC research grants program shall be offered in the first instance to an SHPA journal/publication unless otherwise approved by the RGC.
10. A copy of any publication in any organ other than an SHPA journal/publication arising from a project supported by the NTRC research grants program shall be provided to RGC.
11. Any presentation arising from a project supported by the NTRC research grants program which is made at a scientific or professional meeting, shall duly acknowledge SHPA and the pharmaceutical company that has contributed funds for the grant.
12. Where grants are presented at SHPA state symposiums or SHPA National Conferences, recipients must accept the grant in person unless other arrangements have been approved by the RGC.

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¹ Some grants e.g. those that encourage collaborative research through an inter-professional research group, may have other SHPA membership requirements. Applicants should refer to the details about SHPA membership included within the specific grant information.

² SHPA [Information for JPPR authors](#).

³ SHPA [Successful grants and guidelines](#).