

Research Integrity Funder Requirements Guidance Document: Kidney Research UK – At Application Stage

In addition to the below guidance, for existing grant holders, please also refer to the contract of your grant's terms and conditions for any additional or superseding potential requirements on these topics.

Please familiarise yourself with the policy: <https://www.kidneyresearchuk.org/file/Regulations-and-Conditions-Final.pdf>

1) *The applicant will ensure that where a member of employed staff involved in research or other work funded by Kidney Research UK:*

- a. Encounters a professional issue or crisis that involves an external regulator or authority;*
- b. Is subject to an investigation or enquiry by a regulator or authority;*
- c. Otherwise acts in a way that could materially adversely affect the reputation of KRUK;*

Then the applicant will itself notify, or will procure that the member of staff notifies, KRUK. This should be done confidentially through the Director of Research Operations

Process: Assistant Finance Business Partner writes to the applicant using the following template.

"Dear Applicant, as part of the approval and submission process Kidney Research UK requires that the applicant will ensure that where a member of employed staff involved in research or other work funded by Kidney Research UK

- a. Encounters a professional issue or crisis that involves an external regulator or authority;*
- b. Is subject to an investigation or enquiry by a regulator or authority;*
- c. Otherwise acts in a way that could materially adversely affect the reputation of KRUK;*

Then the applicant will itself notify, or will procure that the member of staff notifies, KRUK. This should be done confidentially through the Director of Research Operations

If you have anything to report, please respond confidentially to the KRUK Director of Research Operations at elainedavies@kidneyresearchuk.org.

We are working to a tight deadline; can you please confirm that this has been done via return email to me no later than [xx.xx.xxx].

Process: Where an applicant is not an employee of the University, the KRUK terms and conditions will flow down via the contract process.