



National Cardiovascular Research Network: Small Grant Funding Principles

The National Cardiovascular Research Network (NCRN) is supported by funding from Health and Care Research Wales and the British Heart Foundation (BHF). BHF funding is specifically ring-fenced to support small grant schemes.

Awards will be made in accordance with the BHF's Standard Grant Conditions and these NCRN funding principles:

1. Purpose & Use of Funds

- Funds must be used solely for the activities described in the approved application.
- Applicants should make every effort to complete the project within the agreed timeframe. If an extension is needed, please contact NCRN as early as possible.

The total grant awarded must not exceed the amount stated in the award letter

2. Financial Management

- Funds must be spent according to the budget breakdown provided in the application. Reallocation between budget headings requires prior written approval.
- Applicants must maintain accurate financial records and retain evidence of expenditure (e.g. receipts, invoices).
- Funding claims will be reimbursed quarterly in arrears, based on actual expenditure against the approved budget. Late claims will not be reimbursed.
- Any unspent or unclaimed funds must be returned unless otherwise agreed.

3. Compliance

- If your activity requires any formal approvals (such as ethical approval), please ensure these are in place before starting. If you're unsure, feel free to contact us for guidance.

4. Reporting & Outputs

- A completed **Project Evaluation form** must be submitted within one month of the project's end date.
- To help NCRN meet its reporting obligations, details of any outputs and outcomes arising from the NCRN funded activity must be shared. This may include publications, presentations, website content (e.g., video/podcast), or follow-on grant applications, as well as any publications, presentations, or other outputs arising from follow-on funding.
- Applicants acknowledge that promoting funded initiatives is an important part of NCRN's mission. By accepting the award, you agree to cooperate in good faith with reasonable requests to support promotional activities, such as sharing project updates, participating in case studies, or contributing to NCRN communications.

5. Acknowledgement & Publicity

- All outputs and activities, including events, meetings, presentations, articles, posters, should acknowledge support from National Cardiovascular Research Network, British Heart Foundation and Health and Care Research Wales using the following phrase:
This work was supported by the National Cardiovascular Research Network, and funded by British Heart Foundation, and Health and Care Research Wales."
- With your permission, we may include your name, title, institution, project title and summary on the NCRN's website or in our annual report.