

Conditions of grant

1. Grant Contract

A successful applicant will be required to sign a written contract with The Foundation for Pentecostal Scholarship (TFFPS) before any grant funds can be paid. The contract will prescribe the conditions under which grant funds will be made available to the applicant as well as conditions of the conduct of the approved research.

2. Grant Moneys

For grants greater than \$1,500.00, the grant moneys will be paid in three installments during the course of the project as follows:

- one third at the commencement of the project
- one third half way through the project upon receipt *and* acceptance by TFFPS of a satisfactory progress report
- final third upon receipt *and* acceptance of the final report and its by TFFPS

3. Expenditure of Moneys

The Grantee shall, at the end of each quarter during the duration of the grant, provide upon the forms provided particulars of moneys expended in relation to the grant and certify that moneys paid to the Grantee for the purposes of the approved project, that have been expended, were expended solely in the carrying out of the approved project.

Reports

In accordance with the contract, all Grantees will be required to submit reports of all work undertaken under an approved project. Such reports must comply with any requirements specified in the contract and must include the results of the research undertaken. TFFPS does not claim ownership of any intellectual property created as a result of any project that is funded by research grants. However, TFFPS may wish to publish all or part of selected research reports. Accordingly, under the terms of the contract, the Grantee will be required to grant to TFFPS a permanent, irrevocable, royalty-free licence for this purpose. This will not prevent the Grantee from publishing independently elsewhere. However, the final report is to be accepted and released by TFFPS before doing so.

(a) Progress Report(s)

These should provide details of the current status of the research in relation to objectives set for the research. This should include a discussion both of research processes (e.g., methodological design and other achievements or problems associated with implementing and conducting the study) and research outcomes (the results of preliminary analysis should be included where possible). Progress reports should be concise, but they need to contain sufficient detail to permit TFFPS to make an assessment about the viability and importance of the research and the need for the agreed funding to be continued. Only one copy of the report is required.

(b) Final Report

At the end of the project, and unless otherwise specified, the Grantee is required to forward to TFFPS:

- one (1) copy of the final report
- an electronic version of a final report (e-mail acceptable)
- a one paragraph summary of the report (e-mail acceptable)

The final report should be a complete and detailed account of the research project, covering background information (e.g., a literature review), objectives of the research methodology, research findings and conclusions.

Acknowledgment of TFFPS

The Grantee shall acknowledge the support of TFFPS in any report or publication resulting from the research and shall include therein in a prominent place the words:

“These findings are [or “This finding is”] a result of a project supported by a grant from The Foundation for Pentecostal Scholarship (www.TFFPS.org).”

Notification of Publications

The Grantee shall notify TFFPS’s administrator of the full publication details of all publications that appear based on the research in respect of which funding was granted by the Foundation. Notification should be by E-mail to admin@TFFPS.org.