

**REGULATIONS CONCERNING THE RIGHTS  
AND DUTIES OF RECIPIENTS OF GIAN  
SUBSIDIES**

**GENEVA INTERNATIONAL ACADEMIC NETWORK  
(GIAN)**

**RESEAU UNIVERSITAIRE INTERNATIONAL DE GENEVE  
(RUIG)**

Geneva, 17 November 2005

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**Art. 1 Legal effects of an award**

1. Following the total or partial acceptance of an application the applicants become recipients of GIAN subsidies. The project coordinator becomes the designated official recipient. He or she represents the other recipients of the research team in their dealings with the GIAN.
2. The recipients must use the subsidy granted in compliance with the conditions set forth in the award letter and must respect the provisions of these regulations and of the document entitled "Call for Project Proposals" (*Appel d'offres*) issued by the GIAN, as well as all of the other provisions that are applicable to the subsidy. Payments for salaries, travel expenses, per diems and other allocations shall be handled according to the rules in force at the institution of higher education where the funds are managed (Unige, GIIS or GIDS); should any other arrangement exist, GIAN regulations shall be applied.
3. The recipients undertake to carry out the research projects with due care and according to scientific standards and ethics.
4. Each research team must prepare a "Memorandum of Understanding" signed by each team member, acknowledging that they accept the conditions mentioned in paragraph 2 above, agree on the use of the subsidy and guarantee substantial participation in the overall cost of the project, in accordance with the budget submitted to the GIAN (a sample memorandum is available on the GIAN website or may be obtained from the GIAN secretariat).

**Art. 2 Information about the subsidised research projects**

1. The GIAN shall be entitled to enter, or to arrange for the entry of, the information about the research projects it supports (information pertaining to projects and persons, including the use of photos) into databases, reviews or other publications, accessible to the public. No later than two months following the decision to award the subsidy, the recipient of the subsidy must provide GIAN with a summary of the project in electronic form, in English and in French; the length of said summary must not exceed two pages. The GIAN shall be entitled to display this document on its website, and to use it, in whole or in part, for any purpose it deems useful.

**Art. 3 Release of the subsidies**

1. The recipients must request that the GIAN release the awarded subsidies within six months of the date of the letter of award (four months for projects approved in 2006). The subsidies shall be released as soon as the prerequisites for said release are fulfilled, as set forth above and in the award letter.
2. Upon request and for good cause, the GIAN shall be entitled to extend the deadline for the request for release of the subsidy by a maximum of six months (no extension will be accorded for projects approved in 2006).

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3. Within the framework of targeted research or international cooperation, the GIAN may stipulate shorter deadlines for releasing the subsidies, with no possibility of extension.

**Art. 4 Lapse of the subsidy and modification of the awards**

1. Should the request for release set forth in Article 3 not have been made in a timely manner, or should no extension have been granted, the subsidy shall lapse. Upon request, the GIAN shall issue a statement of verification to that effect.
2. Should the conditions for participation fail to be fulfilled following the award of a subsidy, or should one or more of the conditions determining the award of the subsidy change significantly, the GIAN reserves the right to revoke the award or to modify it in accordance with the new conditions. The GIAN shall give the parties an opportunity to be heard before doing so and shall issue the revocation or modification in a written decision.

**Art. 5 Management of the subsidies**

1. The recipients must arrange for management of the awarded subsidies by an administration service approved by the GIAN. In most cases, this shall be the accounting service of Unige, the GIIS or the GIDS.
2. On an exceptional basis and in response to a justified request, the GIAN may derogate from the obligation set forth in paragraph 1 above. Specifically, it may grant an exception, supporting it with the condition that the subsidy must be managed by means of a postal or bank account separate from the remaining personal or professional assets of the recipients. In all cases, the service that manages the funds shall not use GIAN subsidies to cover overhead costs.

**Art. 6 Employment of associates**

1. The recipients must ensure that all scientific or technical staff whose salaries are partially or completely funded with GIAN subsidies have signed a written work contract, and that said work contract is in line with the minimal requirements of the standard contract of Unige, the GIIS or the GIDS.
2. The work contract is concluded with the employer that employs the recipient. Self-employed recipients conclude the work contract with their employees, in their capacity of employers, and ensure the payment of the deducted social security contributions as provided by law.
3. The recipients shall allow their associates or staff involved in the research projects to participate in the decision-making process according to their scientific contribution. They shall give them the right to appear as co-authors in the publications resulting from the research projects, to the extent that they have made an independent scientific contribution thereto.

**Art. 7 Duty of information**

1. The recipients shall be required to immediately inform the GIAN in writing of any and all facts that may modify or affect the conditions pursuant to which the subsidy is granted. This applies in particular to personnel changes, necessary modifications of the research programme, or changes to the available research infrastructure.

**Art. 8 Reports and on-site monitoring**

1. The recipients must provide the GIAN with intermediate and final reports. They must give a detailed accounting, especially with regard to the use of the subsidies, the research methods, the results obtained from the research, and the use of said results. The guidelines concerning these reports are available on the GIAN website or may be obtained from the GIAN secretariat.
2. The GIAN shall be entitled to conduct on-site monitoring. The recipients must permit the GIAN to consult the documents relevant to the use of the subsidies and must provide it with the information it requests.

**Art. 9 Balance at the expiry date of the subsidies**

1. Any negative balance at the end of the research projects supported by the GIAN must be settled by the recipients. However, any positive balances must be refunded to the GIAN.
2. The GIAN shall set forth the details for settlement of the balance in *ad hoc* directives.

**Art. 10 Rights in respect of the results of the research**

1. The rights in respect of the results of the research which were obtained within the framework of the projects subsidised by the GIAN shall belong to the recipients or to their employers. The recipients must settle any questions of jurisdiction with their employers prior to the completion of the subsidised projects.
2. The GIAN waives any reimbursement of its subsidies and any participation in the profits in the event that the results of research obtained through its support are used for commercial purposes. The recipients, however, are required to inform the GIAN immediately and in writing, not only during but also following the completion of the research projects, about any patents or other rights obtained, as well as about the use of said rights for commercial purposes.

**Art. 11 Development of the research results**

1. The recipients must publish, in an appropriate manner, the research results obtained through GIAN subsidies, mentioning its support, provided that no justified interest in confidentiality precludes the publication thereof – for example, in the case of patent applications. Any contracts requiring that the results of the research be kept confidential must be submitted to the GIAN for its approval in advance. In all other cases, the GIAN's financial support must be clearly indicated by the presence of its logo on all publications

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relative to the project in addition to the phrase: *This [project] [seminar] [training programme] [etc.] is included within the programme of the Geneva International Academic Network (GIAN).*

2. The recipients must provide the GIAN with copies of their publications resulting from projects supported by the GIAN. They must also inform the GIAN of other information concerning the practical uses and utility of their research.
3. The GIAN shall be entitled to issue additional directives with regard to the form and content of the publication of the research results.
4. The GIAN shall be entitled to require the recipients to make available to other researchers the data collected in the course of research projects supported by the GIAN, with a view to third-party research. To this end, it may demand that the data be entered in recognised scientific archives.

#### **Art. 12 Misuse and infractions**

1. Should the recipients make use of a GIAN subsidy in a wrongful manner, or should they breach these regulations or other provisions applicable to the subsidy, notwithstanding a written warning to that effect, the GIAN shall be entitled to demand the restitution of the subsidies awarded or to refuse to pay them. The GIAN shall be entitled to bar persons responsible for major infractions from filing an application for a period of up to five years.

## **Interim and final provisions**

#### **Art. 13 Implementation provisions**

1. The GIAN shall issue, in compliance with these regulations, the necessary implementation provisions, as well as any and all other regulations or directives cited in the present document.

#### **Art. 14 Entry into force**

1. These regulations shall enter into force on the day after their approval by the Foundation Board of the GIAN. They shall be immediately applicable to the processing of pending applications.

**Any points not covered by these regulations shall be addressed by provisions issued by the Swiss National Science Foundation (FNS).**

***Regulations approved by the Foundation Board of the GIAN, 18 October 2001 (modified 15 October 2004 and 17 November 2005).***