



# The Daphne Jackson Trust

## GUIDELINES FOR SPONSORS, DONORS AND HOSTS

### Guide for Sponsors and Donors

The Daphne Jackson Trust is supported by many institutions, organisations and individuals. They make general donations to the Trust and sponsor and/or host Fellowships. A 'Sponsors and Donors' list is available on request.

#### Donations

Donations are received for the general running and advancement of the Trust from a variety of organisations. Some donations are made for a specific purpose; for example, to run an event, training course or produce some publicity material.

#### Sponsors

There is much interest in sponsoring and hosting Fellowships from universities and research laboratories in the United Kingdom.

Sponsors vary from academic institutions to large industrial companies. Universities, Research Councils and organisations interested in science, engineering and technology (SET) sponsor Daphne Jackson Fellowships.

Some organisations fund on a sponsorship only basis and each one is matched by interest to the subject area and research project of the Fellow. Many organisations are able to both sponsor and host a Fellowship. Host Organisations must provide a research and development facility to allow Fellows to carry out the research project that is part of their Fellowship.

Sponsors cannot stipulate what research is undertaken.

Fellows who wish to publish their research are bound to publish openly and must not undertake research on behalf of any particular Sponsor during their Fellowship.

A Sponsor of a particular Fellow may appoint a referee to be consulted about the application of that Fellowship.

A Sponsor may take an active interest in the welfare and progress of their Fellow.

A Sponsor may appoint a Mentor for their Fellow.

A Sponsor will be kept informed of the progress of their Fellow and will receive copies of reports and other relevant information.

**At the time of the Fellowship, all Intellectual Property Rights must be accepted by the participating individuals and Host organisations.**

## Guidelines for the Host Organisation

**Organisations agreeing to host a Daphne Jackson Fellow will be helping a talented individual return to the workplace following a career break.**

The Host Organisation will enjoy the benefits of this relationship as the Fellow becomes increasingly skilled throughout the course of the Fellowship.

The application process is rigorous and thorough. Personal references and academic history will have been obtained and checked. A face-to-face interview will have been undertaken.

The guidelines for the Host Organisation are:

- The Host Organisation shall be a university laboratory, industrial establishment equipped for research and development or other facility enabling the satisfactory completion of the Fellowship programme.
- The Host Organisation will make a valuable contribution to the process by covering all bench fees and day to day consumables.
- The Host Organisation will provide a qualified Supervisor to oversee the research work undertaken and provide appropriate technical assistance in accordance with the Trust's 'Guidelines for Supervisors'.
- The Host Organisation will become the employer of the Fellow, will determine salary level, be responsible for all appropriate insurances, terms and conditions of work, intellectual property rights and associated matters relating to the employment of a researcher.
- The Host Organisation will employ all regular employment contract provisions.
- The Trust will not have any obligations, duties or commitments within the employment contract between the Fellow and the Host Organisation other than on an advisory basis.
- The Host Organisation will invoice the Trust on a quarterly basis to recover the cost of the Fellowship salary unless otherwise arranged.
- The Fellow will have access to an Extraordinary Expenses allowance which will be provided and administered by the Trust. On occasion this may be administered by the Host Organisation if agreeable to all parties.
- A Fellowship may be approved by the Trust's Awards Committee, however it cannot commence until sponsorship has been secured.