

Standard Terms and Conditions for Healthy Lungs for Life grant funding

By submitting a Healthy Lungs for Life (HLfL) grant application, the organisation or individual named in the application (referred to as “you”) agrees, if awarded a grant, to the following terms and conditions:

1. Use of Grant Funds

- 1.1. The grant must be held on trust for HLfL and used **only for the project described in your application** (or as otherwise agreed with us) and only for expenditure incurred **after your grant acceptance date**.
- 1.2. Any additional funding you receive in support of the same project must be declared to HLfL.
- 1.3. You must provide HLfL with any information or reports required about the project and its impact, both during and after the project.
- 1.4. You must act lawfully and follow best practice, local regulations, and guidance from relevant authorities in delivering your project.
- 1.5. You must promptly report any fraud, mismanagement, or misuse in relation to the grant.
- 1.6. Any unused portion of the grant must be returned to HLfL.
- 1.7. Where your project involves **children, young people, or vulnerable adults**, you must implement an appropriate safeguarding policy, obtain written consent from legal carers or guardians, and carry out background checks as required by law.

2. Reporting and Evaluation

- 2.1. You must work with HLfL to share evidence, data, and learning, including:
 - An **end-of-grant report**, summarising activities, number and type of beneficiaries, number of volunteers mobilised, outcomes achieved, and feedback from participants or volunteers.
 - A smaller sample of grant recipients may be invited for more in-depth, qualitative research.
- 2.2. HLfL may carry out **post-grant assurance checks** to ensure funds were spent in accordance with these terms.
- 2.3. You must **keep accurate and comprehensive records** of your project for the duration of the project and for **three years afterwards**, including evidence of expenditure (receipts, bank statements, etc.)

3. Communications and Branding

- 3.1. You agree that HLfL may publicise and share information about your project, including your name and images of project activities. You grant HLfL a royalty-free license to reproduce and publish any project information you provide.
- 3.2. All communications regarding your project must be in English.
- 3.3. All marketing, promotional, and communication materials must:
 - Be approved by HLfL before dissemination
 - Include the logos of **Healthy Lungs for Life, FIRS** and **CADSET**
 - Acknowledge HLfL funding within 14 days of grant acceptance on social media, websites, or other materials
 - Include photos of participants only with appropriate consent
- 3.4. You must provide regular communications about your project to your audience and ensure materials do not harm the reputation of HLfL.

4. Grant Conditions and Compliance

- 4.1. HLfL may suspend, terminate, or request repayment of all or part of the grant if:

- Funds are used in ways other than approved
 - Project objectives are not being met or progress is insufficient
 - False or misleading information is provided, or dishonest conduct occurs
 - You enter administration, liquidation, receivership, or dissolution
 - Grant funds are received incorrectly due to administrative error
- 4.2. The grant is for your use only and does not constitute consideration for tax benefits.
- 4.3. HLfL is not liable for any costs or consequences incurred by you or third parties from the project, except as required by law.
- 4.4. These terms continue to apply for **one year after the grant is paid**, or until the project and any post-grant assurance activities are complete, whichever is later.
- 4.5. Online acceptance of these terms constitutes a legally binding agreement.

These terms and conditions ensure funding is used responsibly; outcomes are tracked, and HLfL, FIRS, and CADSET are appropriately acknowledged while supporting meaningful lung health projects, especially those benefiting children and young people.