



BARD Research Grants

Guidelines and Regulations for Grant Management (Annex A)

(Updated: June 2025)

Table of Contents

Initiation of the Research Grant.....	2
The Research Grant Agreement	3
Parties to the Agreement	3
Investigators	3
Institutions	3
The Research Plan.....	3
Sabbatical Notification and Policy	4
Feasibility Studies.....	4
Fiscal Administration of the Grant	5
The List of Personnel.....	6
Third and Final Fiscal Report	6
Interim fiscal reports	6
NEW: Project Presentation	6
Schedule of Payments	6
Final Statement of Payments and Expenditures	7
Unused Budget Balances	7
Budget Changes.....	7
Project Extension	7
Scientific Administration of the Grant	8
Submission of Scientific Reports	8
Annual Scientific Progress Reports.....	8
Final Scientific Report.....	8
Completion of the Research Project	9
Approval of Research Authority	9
Confidentiality	10
Patents and Copyrights	10
Patents	10
Copyrights	11
Follow-Up.....	11
Appendices.....	12
Amended Budget Summary (G1a)	12
Amended Institution Budget Summary (G1b).....	13
Change of Investigator/Institution (G2a)	14
Change of Investigator/Institution (G2b).....	15
Semi-Annual Declaration (G3)	16



BARD Research Grants

Guidelines and Regulations for Grant Management (Annex A)

The approval and initiation of a BARD Research Grant Agreement obligates the scientists and institutions involved to carry out periodic administrative reports, as detailed in the following Guidelines and Regulations for Grant Management.

Initiation of the Research Grant

Following notification of the award and prior to the preparation of the Research Grant Agreement, the PIs, in consultation with the Collaborating Investigator(s), will notify BARD of their agreed Start Date by July 31st.

If required, or in case the proposed total budget is different from the awarded budget, the PIs, the Collaborating investigator(s) and their respective research authorities, will prepare an **Amended Budget Summary**. The Amended Budget is to be presented in the format provided in Appendix G1a (below) and forwarded to the BARD office **within 30 days** of receipt of the letter of award. Appendix G1b must be completed if there is more than one institution per country.

- **First Year's Budget Allocation** shall not exceed **36%** of the total budget unless advance approval is received from BARD (excluding projects under three years' duration).
- **Budget Items** Each year's total budget should be rounded to the **nearest \$1000**.
- **Overhead** shall not exceed 20% of direct costs.
- **Personnel Services/Salaries** including salaries and fringe benefits. PIs, Co-PIs, and Collaborating Investigators are not entitled to receive salaries from the BARD grant. Support personnel who are not tenured employees at the recipient institution can receive salaries and social benefits in proportion to the scope of their employment/work devoted to the research project.
- **Non-expendable Equipment** BARD allows the purchase of specific items of equipment that are essential for the research project. Maximum allowable budget for equipment is \$50,000. Itemize equipment costing over \$5,000 and justify its purpose for this project. Capital expenditures above \$15,000 must be purchased and received up to **four months** before the end date of the project.
- **Operating Expenses** Include computer services specific to the project, lab materials and supplies (glassware, chemicals, animal costs),—outside contractors, local travel, and project-specific publication costs. Registration of intellectual property rights limited to \$30,000 per project— Provide a detailed breakdown and justification when requesting substantial funds. Itemize using these categories for expenses costing over \$1,000.
- **Foreign Travel** BARD allows one trip to each country per project (a total of two trips only). Each trip abroad should not exceed 30 days. The amount requested for foreign travel should cover the cost of the ticket (round-trip / coach) and *per diem* expenses. **In one-year feasibility studies, only one overseas trip is allowed.** When approving a foreign travel expense for a BARD grant, the institution should verify that the purpose of the trip is for the investigators to meet (a copy of the itinerary of the trip should be filed for future reference). Prior approval must be obtained by BARD if the trip is for a different purpose, or if someone other than the PI or Co-PI will be traveling. **Increases to the foreign travel budget will not be allowed during the project. We recommend a budget of \$6,000 per trip.** Unused foreign travel budget may be transferred to another budget item upon request.



BARD Research Grants

Guidelines and Regulations for Grant Management (Annex A)

The Research Grant Agreement

Following the approval of the Amended Budget Summary, a **Research Grant Agreement** is sent to the Principal Institution for signing. The authorized research officer of the principal investigator's affiliated institution signs the agreement between BARD and the institution. Letter/s of Agreement, attached to the signed agreement, are then sent by BARD to the funded cooperating institutions. These are to be signed and returned to BARD.

In addition, a letter indicating the agreed Start Date of the project is sent to all affiliated investigators.

Parties to the Agreement

Investigators

- **Principal Investigator (PI)** is the person whose name appears first on the cover page of the proposal. The PI is responsible for the submission of scientific reports, administration of the grant, notification of changes in the work plan, and maintaining contact with BARD.
- **Co-Principal Investigator (Co-PI)** is the person whose name appears *second* on the cover page of the proposal. The Co-PI is the senior member of the investigating team in the *other* country.
- **Collaborating Investigators** are all other investigators, in either country, who are listed on the cover page of the proposal.

Institutions

Each participating institution accepts responsibility for supervision of the portion of the project to be carried out by its affiliated investigator/s.

- **Principal Institution** is the affiliated institution of the PI. An authorized research officer of the principal institution signs the Research Grant Agreement with BARD.
- **Cooperating Institution** is the affiliated institution/s of all other members of the team of investigators (Co-PIs and Collaborating Investigators). Each funded cooperating institution signs a separate Letter of Agreement with BARD and undertakes to abide by the relevant terms of the Research Grant Agreement.

The Research Plan

- **Approved Research Proposal** The Research Proposal as approved by BARD becomes an integral part of the Research Grant Agreement.
- **Adherence to the Original Work Plan** Investigators may pursue interesting and important leads that arise in the progress of the research. If it appears that the originally approved research is no longer productive, or that a related line of research is more promising, the investigator may discontinue or modify the original direction of the research following consultation with BARD. Investigators must give immediate written notice of substantial changes in the work plan. Describe the changes and explain their necessity. BARD reserves the right to deny alterations of the original plan.



BARD Research Grants

Guidelines and Regulations for Grant Management (Annex A)

- **Changes of Investigator (within the current institution)** BARD must approve, in writing, any changes in the team of investigators. Requests for a change in the research team must include the formal written confirmation by the new investigator to undertake the responsibilities assigned in the research project, a brief C.V., a list of recent relevant publications, and the signature page (Appendix G2a) signed by the affiliated institution's authorizing official, current participating scientist, and new participating scientist. The partner PI/Co-PI should also confirm in writing (via e-mail) their agreement to the change.
- **Changes in Institutional Affiliation (current scientist transferring to new institution or withdrawing from project)** BARD will consider transferring the grant to a new institution on an individual basis. Notify BARD immediately and in writing of any planned changes in affiliation and include Appendix G2a and G2b in this notification. If a new scientist is joining the project, include formal written confirmation by the new investigator to undertake the responsibilities assigned in the research project, a brief C.V., and a list of recent relevant publications. Once notification of the intended changes has been made, neither the investigator nor the institution may make further use of the grant funds until the arrangement for transfer of institution or investigator has been agreed upon with BARD and a new agreement signed. The partner PI/Co-PI should also confirm in writing (via e-mail) their agreement to the change.
- **Temporary Absence of Investigator** When a PI or Co-PI expects to be absent for a period longer than **three months**, they must notify BARD, and if unable to continue to supervise the project, must recommend a temporary replacement for BARD's approval. The suggested replacement must send BARD a brief C.V., a list of recent relevant publications, and a written statement confirming their willingness to undertake the responsibilities assigned in the project.
- **Withdrawal of an Investigator** If an investigator withdraws from a project, or can no longer perform their assigned tasks, the affiliated institution may recommend a replacement candidate for BARD's approval. Candidates must provide a written confirmation of their acceptance of the terms of the research agreement and include a brief C.V. and list of recent relevant publications. BARD reserves the right to appoint a replacement investigator from a *different* institution and to transfer funds accordingly, in the event that a suitable investigator is not found in the original institution. Include Appendix G2a/b in this notification.

Sabbatical Notification and Policy

Please inform BARD's Program Manager once any sabbatical plans are confirmed. The research authority at your funded institution is responsible for appointing a substitute, subject to approval by the project investigators. Please note investigators on sabbatical are not eligible to serve as mentors in the Va'adia BARD program.

Feasibility Studies

One-year feasibility studies, whether submitted as such or originally submitted as a three-year grant, should be initiated as early as possible following the award notification, and are subject to the same scientific and fiscal management guidelines as regular BARD grants. The maximum amount allocated for a one-year feasibility study is \$180,000. **Such studies may be continued, subject to the following conditions:**



BARD Research Grants

Guidelines and Regulations for Grant Management (Annex A)

- Continuation of a one-year feasibility study *originally submitted as such* requires the submission of a *new* proposal for evaluation that will be accepted only after the final scientific report of this study is received and approved by BARD.
- Continuation of a one-year feasibility study originally submitted as a three-year proposal: Should the recipients be able to submit to BARD an interim scientific report by March 1st of the year following the initiation of the feasibility study that will prove achieving the conditions of the award, BARD will take steps to evaluate the report. If approved by the evaluators, TAC and the Board of Directors will extend the project for a 2nd year. This will not affect the recipients' eligibility to submit a full proposal for continuation of this project in September of the year following the original award, provided a final scientific report covering the first year of the feasibility study is submitted and approved by BARD prior to the submission deadline. The maximum amount allocated for the 2nd year extension of a feasibility study is \$100,000 (to be increased to \$180,000 in 2026).

Fiscal Administration of the Grant

Grant recipients must keep a separate bookkeeping account with a complete record of all expenditures relating to the research project. Keep records for **two years** after completion of the research project or as otherwise agreed upon with BARD. BARD reserves the right to examine all books, documents, records, and accounts relating to the research project at any time throughout the duration of the agreement and for two years immediately thereafter. BARD also reserves the right to inspect the research locations and to obtain from the research team full information regarding all project activities.

- **Timing of Expenditures**

BARD will not recognize expenses relating to periods before the official start date or after the termination date of the project, unless prior approval has been received by BARD.

- **Semi-Annual Declaration**

This declaration states that the research is being carried out according to the approved research plan. Each funded institution must submit the declaration **six months** after the beginning of each research year (see Appendix G3 below / on our [website](#)).

- **Annual Fiscal Reports**

The annual fiscal report is a comprehensive summary of all monetary operations conducted in the framework of the project. BARD emphasizes the importance of properly categorizing expenses and reporting them correctly to the appropriate budget item in the form. Each funded institution is responsible for the preparation and timely submission of fiscal reports at the end of each research year, together with the annual scientific report. Processing payments is dependent on actual reported expenses.

The **procedure for annual fiscal reporting** is as follows: BARD sends a request for fiscal report with instructions via email to the authorized grant management contact person at the reporting institution. This request is sent in the first week following the reporting period. The authorized contact person will complete the online report. BARD reviews the report and sends an e-mail to the investigator requesting their approval of the report on the online portal. The investigator can either approve the report or request corrections from the institution's authorized grant management contact person.



BARD Research Grants

Guidelines and Regulations for Grant Management (Annex A)

After the PI approves the report, BARD will send a notification to both the PI and fiscal reporting contact that the report has been successfully processed. **For the procedure of the final fiscal report, see below.**

The List of Personnel

This includes details of the personnel funded by the BARD grant. All items relating to personnel cost, including travel and social benefits, must be recorded in the fiscal report under “Salaries” and not under “Operating Expenses”.

Third and Final Fiscal Report

The third fiscal report is due at the end of the project, typically at the end of the third year. Similar to the annual fiscal report, BARD will send the institution a request to prepare and submit the final fiscal report at the end of the third year. Projects receiving a no-cost extension are not required to submit a fiscal report at the end of the third year but may do so if they wish. In this case, they must send an email to finance@bard-isus.com to let BARD know to send the link. If a project receiving a no-cost extension submits a fiscal report at the end of the third year, a final fiscal report must be submitted at the end of the project accounting for expenses of any outstanding funds.

Interim fiscal reports

An institution may request to submit an interim fiscal report in order to justify payments that have been held back due to low level of actual expenses reported in previous fiscal reports.

This request should be sent to finance@bard-isus.com.

NEW: Project Presentation

Researchers are required to present an online scientific presentation to BARD between the project's second and third year. This presentation will be 20 minutes in duration, followed by a 10-minute Q&A session. The presentation will provide a concise overview of the research matter, the outcomes of your research strategy, and your proposed plans for the upcoming final year of research. Project investigators will be provided with several optional dates for presentations and are responsible for scheduling their presentation according to their availability. This presentation is obligatory for every project within the pioneer track, supplementing the scientific report due for the project's second year.

Schedule of Payments

Payments are made directly to each funded institution in accordance with the Schedule of Payments (below). Continued payment according to this schedule must be justified by reported expenditures in the annual fiscal reports.

	First Year	Second Year	Third Year
1 st payment	40%	30%	30%
2 nd payment	30%	40%	30%
3 rd payment	30%	30%	40%

- The **first payment of the first grant year** is made following BARD's receipt of the signed research grant agreement, but no earlier than six weeks prior to the start date.



BARD Research Grants

Guidelines and Regulations for Grant Management (Annex A)

- The **first payment of subsequent grant years** may be paid together with the third payment of the preceding year, if justified by the reported expenditures.
- The **second payment of each grant year** is made following BARD's receipt of the semi-annual declaration, which is due in the middle of each year, if justified by the reported expenditures in the annual report.
- The **third payment of each grant year** is made following receipt and approval of the annual scientific and fiscal reports, if justified by the reported expenditures.
- The **final payment of the grant** is made following BARD's receipt and approval of the final scientific and the third or final fiscal reports. Total payments cannot exceed the total approved expenditures.

Final Statement of Payments and Expenditures

BARD issues a Final Statement of Payments and Expenditures, signed by the BARD Controller, for each funded institution. The Final Statement is presented to the institution together with the final payment. The Institution should review this final statement, sign and return the original to BARD. Whether or not the statement is returned with the authorizing institutional signature, BARD will consider it binding for **three months** after the date of issue.

Final fiscal and scientific reports must be received no later than three months after the project's ending date. If reports are not submitted by this deadline, BARD reserves the right to terminate funding and withhold any remaining payments.

Unused Budget Balances

BARD funds are expected to be used in a timely manner. Unused budget balances in years 1 and 2 are automatically transferred to the following year, but any substantial changes in the use of the allocated budget must be authorized in advance by BARD. Unexpended balances at the completion of the project shall be refunded to BARD without delay.

Budget Changes

Budget changes, up to a total of \$5,000 during the project, can be made without prior approval from BARD, except for foreign travel. **No increases to the foreign travel budget will be allowed during the project.** Changes exceeding \$5,000 require an advance written (e-mail) request justifying the changes. BARD may also require the affiliated institution(s) to approve the requested change. Changes will be approved without delay, if justified and within the framework of the approved budget and reported expenditures. Advance requests for budget changes may be submitted **no later than three months** prior to the ending date of the project.

Project Extension

Projects seeking a no-cost extension beyond the original end date as stated in the Research Grant Agreement may submit a request by email to finance@bard-isus.com no later than three months before the end of the project. The No-Cost extension request must be submitted by the PI in writing to justify the request. The affiliated institution is also required to approve the request. The fact that funds remain at the expiration of the grant is not, in itself, sufficient justification for an extension without additional funds. Requests will be carefully examined. If granted, the maximum extension for a research project is **nine months**. Please note, **extensions are not granted automatically**. All extension requests must be submitted in advance. Retroactive extensions will not be granted.



BARD Research Grants Guidelines and Regulations for Grant Management (Annex A)

Scientific Administration of the Grant

The PI is responsible for submitting both the annual scientific reports and the final scientific report to BARD.

Submission of Scientific Reports

Reports are to be submitted online. The PI will receive an e-mail from BARD ahead of the due date of the report with instructions and credentials to access the website. Each item is to be entered separately as a PDF document. **BARD reserves the right to suspend or terminate funding if reports are not submitted in a timely manner.**

Annual Scientific Progress Reports

The annual brief (**2-5 pages**) report, in English (no abbreviations allowed) should evaluate the work done on the project in both the United States and Israel during the previous 12 months. Annual scientific reports should be submitted together with the annual fiscal reports.

Include the following items in the annual report:

- **Evaluation of the research achievements** as related to the original research proposal and objectives. Please relate to the milestones which were included in the proposal.
- **Description of the cooperation**
- **Changes in direction** from the original proposal, if any (see also "Adherence to the Original Work Plan", page 2).
- **List of publications and registration of intellectual property rights.**

Final Scientific Report

A comprehensive scientific report is to be submitted by the PI **within three months** of the conclusion of the project. The final report is a presentation and assessment of the achievements of the project. It is used to establish accountability both within BARD and between it and its stakeholders and might influence future funding policy. Thus, it is important that the relevant information is presented in an accessible form that facilitates fair and comprehensive review. The reports are distributed to the U.S. National Agricultural Library (Beltsville MD) and the library of the Agriculture Research Organization (Bet Dagan). Upon request, BARD will make available to the public copies of final scientific reports.

Additionally, a PDF reprint of each published paper resulting from the project is to be uploaded to the BARD reporting site. BARD should be acknowledged for support in published papers, using the following format:

***This research was supported by Research Grant Award No. ____ from BARD,
The United States - Israel Binational Agricultural Research and Development
Fund***



BARD Research Grants

Guidelines and Regulations for Grant Management (Annex A)

The Final Scientific Report includes two sections:

1. Overall summary and statistics:

Abstract (one page maximum, single spaced, font size 12):

- ✓ List the original objectives, as defined in the approved proposal, and any revisions made at the beginning or during the course of the project.
- ✓ Background to the topic.
- ✓ Major conclusions, solutions, achievements.
- ✓ Implications, both scientific and agricultural.

Achievements (totaling three pages maximum, 1.5 space, font size 12):

- ✓ Significance of main scientific achievements or innovations.
- ✓ Agricultural and/or economic impacts of the research findings, if known. This section should be written such that a non-expert in the field can understand the contents and broader implications of these achievements.

Contribution of the Collaboration

- ✓ Describe how the collaboration between the laboratories contributed to the research, and how project objectives were promoted as a result of the cooperation.

List of Publications

- ✓ Include only reviewed publications reporting on work at least partially supported by BARD and which includes an acknowledgement to BARD.

Research Survey Questionnaire

- ✓ Questionnaire regarding the technological advances and implementation of the research.

Please note: Section 1 is not to exceed four pages.

2. Appendix (technical information supporting the research findings)

Provide a table of contents and include the following:

- ✓ Unpublished data briefly summarized
- ✓ Other relevant materials may be included (1.5 space, font size 12)

Completion of the Research Project

Completion of the project is dependent upon BARD's approval of the project's final scientific report and the final fiscal report of each funded institution. The final scientific report must be presented to BARD by the PI and must include a summary of the scientific activities of the PI, Co-PI, and all other collaborating investigators. As described above, the report is due **within three months** of the conclusion of the project. BARD's Executive Director notifies all participants in writing upon completion of the agreement. Upon successful completion of the project, the title to equipment purchased with BARD funds vests in the institution wherein the research was conducted.

Approval of Research Authority

Upon completion of the report and its online submission of the PI, BARD will contact the appropriate research authority for approval of the report.



BARD Research Grants

Guidelines and Regulations for Grant Management (Annex A)

Confidentiality

BARD attempts to observe the strictest confidence in handling the research proposals but cannot guarantee complete confidentiality on any matters that lie beyond its control. The confidentiality of recipient's "proprietary data" so designated, shall be strictly observed to the extent permitted by appropriate national law. There shall be no restriction on the publication of research results except when taking into consideration the effects of prior publication on possible subsequent patent and BARD's license to use copyrighted material.

Patents and Copyrights

The objective of BARD's patent policy (or any intellectual property or seeds rights) is to ensure the protection of patentable findings resulting from research supported by BARD and to promote their utilization and commercialization for the benefit of society.

Definitions as used in this regard:

- **"patent"** includes conventional patents, design patents, plant variety certificates and other equivalent forms of protection.
- **"Governmental purposes"** do not encompass the commercial manufacture, preparation, production, marketing, distribution or sale of goods or services within the scope of patent or patents in question.
- **"recipient"** means principal and cooperating institutions, contractors, and any tier thereunder, or any transferee of recipient's rights in patents arising out of BARD funding.
- **"invention"** means any invention or discovery, which is or may be patentable or otherwise protected by law.
- **"made"** when used in relation to any invention, means the conception or first actual reduction to practice of such invention.
- **"practical application"** means to manufacture in case of a composition or product, to practice in the case of process or method, or to operate in the case of a machine or system and, in each case, under such conditions as to establish that the invention is being utilized and that its benefits are, to the extent permitted by law or government regulations, available to the public on reasonable terms.

Patents

The recipient shall own, throughout the world, any invention made by its personnel or using its facilities arising out of research supported by BARD funding. Ownership of any invention made jointly by the personnel or using its facilities of two or more recipients shall be determined in a manner consistent with the degree of contribution of each recipient, through negotiation of the parties. Subject to written approval of BARD, ownership shall be transferable:

- ✓ among recipients, provided that the purpose of such transfer is to promote utilization and/or commercialization of said inventions.
- ✓ to the two governments in order to meet overriding obligations of recipients toward third party governmental co-sponsors of research also supported by BARD.

The Governments of the United States and of Israel shall be entitled to and receive at least a non-exclusive, worldwide, royalty-free, irrevocable license to practice said invention for governmental purposes.



BARD Research Grants

Guidelines and Regulations for Grant Management (Annex A)

The recipient shall promptly submit, on a confidential basis, a written disclosure of each invention to BARD and shall submit a final listing of such inventions at the completion of a BARD-funded project, including a statement that there are no unreported inventions.

Recipient shall file for a patent on said invention within nine months of first actual reduction to practice. The filing of such a patent application shall be promptly reported to BARD. The Governments of the United States and/or of Israel shall be assigned rights to any BARD-funded invention in any country where recipient does not elect to file for a patent within the nine-month period.

The recipient shall use reasonable efforts to cause said invention to be brought to practical application in each country where recipient has obtained a patent within **six years** of the granting of such patent. The Executive Director of BARD may extend the above six-year time limit for an additional period upon receiving reasonable justification from the recipient for such an extension. Otherwise, the Governments of the United States and/or Israel may require recipient, an assignee or exclusive licensee to grant a license to a responsible applicant or applicants upon terms reasonable under the circumstances, and if the recipient, assignee or exclusive licensee refuses such a request, the Governments have the right to grant such license(s) themselves.

The recipient shall use, to the greatest extent practicable, net profits from the use of said patent to support research and development activities.

Copyrights

The Governments of the United States and Israel shall be entitled to and receive non-exclusive, worldwide, royalty-free, irrevocable licenses to use all material resulting from BARD funded activities and copyrighted by recipients of BARD grants. BARD shall be permitted to use any copyrighted material resulting from its funding activities when it is necessary to promote the maximum dissemination of research findings. BARD will also seek copyrights when necessary to achieve such a purpose, but only after consultation with recipients.

Follow-Up

BARD requests updates of all publications, patents and commercialization arising from the supported research and properly acknowledging BARD's support. Periodically, BARD evaluates completed projects regarding their contributions to agricultural science (qualitative and quantitative). This evaluation is important to BARD's on-going goal of increasing its research budget: a job made easier with convincing proof of the contributions of BARD-supported projects -- whether from the science itself, the benefit to agriculture, or from the active cooperation between the scientists involved. To this end, BARD will request relevant information from grant recipients at the end of the project and two years later via a questionnaire that will be sent to the PI and Co-PI.



BARD Research Grants

Guidelines and Regulations for Grant Management (Annex A)

Appendices

Amended Budget Summary (G1a)

(In US\$; Round annual totals to the nearest \$1000, round budget items 1-5 to the nearest \$10)

First year budget may not exceed 36% of the total budget

BARD Project Number: _____

Principal Investigator: _____

Affiliated Institution: _____

Preferred Start Date: *(not later than December 1st of the Award year)* _____

	First Year		Second Year		Third Year		Total	
Budget Item	Israel	USA	Israel	USA	Israel	USA	Israel	USA
1. Salaries and Social Benefits								
2. Non-expendable Equipment								
3. Operating Expenses								
4. Foreign Travel								
Total Direct Costs								
5. Overhead								
Total	,000	,000	,000	,000	,000	,000	,000	,000



BARD Research Grants
Guidelines and Regulations for Grant Management (Annex A)

Amended Institution Budget Summary (G1b)

If there is more than one institution in the *same* country, each institution must submit the following separate table.

First year budget may not exceed 36% of the total budget

BARD Project Number: _____

Institution: _____

Principal Investigator for this Institution: _____

Institution Totals				
Budget Item	First Year	Second Year	Third Year	Total
1. Salaries and Social Benefits				
2. Non-expendable Equipment				
3. Operating Expenses				
4. Foreign Travel				
Total Direct Costs				
5. Overhead				
Total	,000	,000	,000	,000



BARD Research Grants
Guidelines and Regulations for Grant Management (Annex A)

Change of Investigator/Institution (G2a)

BARD Project Number: _____

Title of Project: _____

Name of Current Affiliated Institution
Name of Authorized Officer
Department
E-mail
Signature

Name of Current Participating Scientist
E-mail
Signature

Name of New Participating Scientist
E-mail
Signature

Signature of the Current Institution's Authorized Officer confirms: (check one of the options below)

- ☐ Withdrawal of the current participating scientist from the above BARD project, to be replaced by the new participating scientist as of _____ (date).
- ☐ Withdrawal of the current participating scientist from the above BARD project and termination of the current institution's participation in the project as of _____ (date), after which no further expenditures will be made from this budget and any overpayments will be returned to BARD.

Date: _____



BARD Research Grants
Guidelines and Regulations for Grant Management (Annex A)

Change of Investigator/Institution (G2b)

BARD Project Number: _____

Title of Project: _____

Name of New Affiliated Institution
Name of Authorized Officer
Department
E-mail
Signature

The signature of the new institution's authorized officer confirms the availability of the facilities described and the scientist's access to them and confirms that the regulatory policies are adhered to, and any required permits have been applied for and will be presented prior to initiation of the grant.

Name of New Participating Scientist
E-mail
Signature

The Signature of the new participating scientist indicates his/her consent to undertake the responsibilities assigned in the original research proposal and confirms the available facilities and access to them in the new Institution.

Date: _____



BARD Research Grants
Guidelines and Regulations for Grant Management (Annex A)

Semi-Annual Declaration (G3)

BARD Project Number: _____

Institution Reference Number: _____

Name of Institution:	Research Year
	____ First
	____ Second
	____ Third

We certify that the research of the above-mentioned project is being carried out in our institution and in the cooperating institution(s) in accordance with the approved research and budget plans.

In order to enable us to continue with our research, we request payment of the next installment as per our agreement.

Date: _____

Institution's Authorizing Official:

Name

Signature

Institution's Stamp

PI or Co-PI of the Project:

Name

Signature