

RESEARCH PRIVACY NOTICE

Welcome to the Diabetes UK grant application portal. As part of the grant application process, we ask you to provide us with personal details about yourself, other people applying for the grant and you collaborators. Please read the following information carefully and then scroll down to the bottom of the page to confirm your acceptance.

WHAT PERSONAL DATA WE COLLECT

Information we collect directly from you

If you are a grant applicant, we collect information about you as part of the grant application process. This includes your contact details, details about your career and professional qualifications, your research, salary details and details about the people who work with you or with whom you collaborate. You must ensure you have the permission of all the people named in the application to submit their personal data.

If you are acting as a peer reviewer or member of an advisory group, we collect data about which applications you have reviewed and your feedback.

We do not routinely collect sensitive data such as health, ethnicity or religion from you as part of the application process, but may occasionally incidentally collect health data if your grant needs to be suspended for health reasons or due to parental leave.

Information we get from other sources

We may also collect information about grant applicants or select peer reviewers from research publication databases such as PubMed Central or by general Internet searches for publicly available information about you, your career and your research interests.

HOW WE USE YOUR DATA

We use the data you provide to us and the data we collect about you from other sources for the following purposes:

- To process and make decisions on applications for research grants
- To manage granted awards
- To find suitable candidates to conduct peer review on applications
- To send you our research e-newsletter, if you opt in to receive this publication
- To send you information about the availability of funding, research events and any application deadlines
- To produce reports and analysis about our grant funding for internal and external use
- To disseminate information about awards we have made internally, to our supporters, to the wider research community or to the public in general
- To share information with any joint funders of your award
- To circulate surveys about our research funding
- To monitor and evaluate our grant portfolio to maximise public benefit

WHO WE SHARE INFORMATION WITH

If you apply for a research grant from us, our online grant application platform is provided by CC Technology, a third party supplier. Your data will be stored securely by CC Technology and permission to access it is limited only to those who need access to administer the grant and evaluate your application.

We will share application data with experts (peer reviewers, our expert and lay research committees and our strategic advisory groups) under confidential conditions for the purpose of evaluating your application and making a funding decision. While we always try to give you detailed feedback on your application, it is our policy to keep the identity of peer reviewers confidential.

If your application is for a grant which is jointly funded by other parties, the details of your application will usually be shared with those other funders.

Managing research grants

If you are awarded a research grant by us we will share information about your work with an external technology transfer adviser under confidential conditions for the purposes of monitoring and evaluating the potential impact of our research portfolio.

Diabetes UK is a member of Europe PubMed Central, and as per the contract we are required to provide details of awarded grants on an annual basis.

We will also provide details of all our research awards (which includes brief details about award holders) to the Association of Medical Research Charities (AMRC) for the purpose of reporting as per membership requirement, including reporting to the UK Health Research Analysis (UKHRA).

We will also provide details of our clinical research awards to the Clinical Research Network (CRN) where all funded trials must be registered.

We will also provide research grant applications and progress reports of our active awards to Life Arc with whom we have a contract to manage our Intellectual Property Rights.

Communicating about research

If you are awarded a Diabetes UK grant, we will include details of your project on our website and may refer to your research in other communications channels. We may also share information about your research with potential or existing donors for fundraising purposes.

Transfers outside the European Economic Area

The data held in our grant application portal is held on servers within the EU. However, if your grant is jointly funded by a funder located outside the EU, we will need to share your grant details with the joint funder. We will always do this securely and ensure your data is adequately protected.

HOW LONG WE KEEP YOUR INFORMATION

As a research funder we recognise that research can bear fruit many years after the original funding. We are interested in the long term impact our research makes and we therefore keep details of

grants we have made for up to ten years after completion of the award. If we hold sensitive data about you, we will delete this following completion of the grant.

HOW WE KEEP YOUR INFORMATION SECURELY

Grant applications are kept on a secure database provided by CC Technology Ltd. Access to the data is only granted for peer review and grant processing purposes.

OUR LEGAL BASIS FOR PROCESSING DATA

Organisations that collect personal data need to have a lawful basis for doing so. The law sets out six ways to process personal data (plus additional conditions for processing sensitive personal data).

Four of these are relevant to the types of processing that we carry out.

This includes information that is processed on the basis of:

- A person's consent (for example to send you our research newsletters by e-mail);
- Diabetes UK's legitimate interests (please see below for more information);
- A contractual relationship (for example processing your financial details to pay you on the basis of our grant conditions); and
- Processing that is necessary for compliance with a legal or regulatory obligation (for example to monitor the use of animals in research)

Personal data may be legally collected and used if it is necessary for a legitimate interest of the organisation using the data, as long as its use is fair and does not adversely impact the rights of the individual concerned.

When we use your personal information, we will always consider if it is fair and balanced to do so and if it is within your reasonable expectations. We will balance your rights and our legitimate interests to ensure that we use your personal information in ways that are not unduly intrusive or unfair. Diabetes UK's legitimate interests include:

- Achieving our charitable objectives – including advancing the understanding of diabetes and educating healthcare professionals and the general public and promoting research into the causes, prevention and cure of diabetes and publishing the results of such research;
- Administration and operational management – including running and administering our grants process, completing statutory and financial reporting and other regulatory compliance requirements, responding to solicited enquiries, providing information, research and surveys.
- Fundraising and campaigning – including administering campaigns and donations, and sending and making direct marketing by post and phone.

YOUR RIGHTS

Please see our privacy policy at https://www.diabetes.org.uk/About_us/Legal-information/Privacy-policy1 for details of your rights in relation to your data and how to change how we use your data.

Suggested opt in wording:

“Please tick here if you would like to receive our quarterly research e-newsletter to stay up to date on recently awarded grants, open funding schemes, events”

“Please tick here if you’d like us to keep you updated by email on future research calls, application deadlines, peer review opportunities and research events”

“Please tick here to consent to us collecting essential health data about you should your grant need to be suspended for health reasons or due to parental leave. We will not use this data for any other use internally or externally”