

Terms and Conditions – Rapid Grants

1. The Grantee is responsible for the ethical conduct of the project as well as the practical and financial administration of the award.
2. In the event that any of the terms of the award or the ethics statement are breached, ELDP will ban the Grantee and any other researcher or institution it deems associated with the project from further funding opportunities.

Payments and accounting

3. Payments will be made directly to the Grantee annually in advance in Euros.
4. In the event that the funds awarded are not used in full, ELDP will reclaim the outstanding balance.
5. The Grantee is required to keep detailed financial accounting of project expenditure which shall be open to inspection by ELDP or any other body or individual engaged by ELDP for the purposes of such an inspection.

Reporting and deliverables

6. At the end of the project the Grantee must submit to ELDP
 - a. A report detailing the results of the project. The report must be submitted electronically in the current ELDP template.
 - b. The deliverables outlined in the project plan. In the event that the deliverables were not feasible (for example, in the event that the language community were unwilling to participate), this should be explained in the report.

Liabilities

7. ELDP accepts no responsibility, financial or otherwise, for expenditure or liabilities arising out of the documentation project it funds, other than those specifically covered by the conditions of the award and which have been incurred during the period it covers.
8. Neither Party may limit its liability for personal injury or death caused by negligence, fraud or fraudulent representation.
 - a. Notwithstanding the above, ELDP does not accept any liability to the Grantee or to any third Party for any costs, claims, damage or losses however they are incurred.
 - b. The Grantee agrees to indemnify the ELDP for any costs, claims, damage or losses which arise as a result of negligence by the Grantee or out of any breach by the Grantee of any terms of this Letter Agreement.

Ethics statement

The purpose of this ethics statement is to ensure that all language documentation activities supported by the Endangered Languages Documentation Programme (ELDP) are conducted with integrity, respect, and responsibility toward the individuals, communities, and languages involved. By accepting funding, the Grantee agrees to uphold the following principles and obligations.

Respect for Communities and Participants

The Grantee shall conduct all fieldwork with respect for the dignity, rights, knowledge, and cultural values of participants and their communities. The Grantee will recognize that participants and communities are not merely sources of data but partners and knowledge holders. The Grantee agrees to engage in culturally appropriate conduct and to follow local protocols and expectations.

Free, Prior, and Informed Consent

The Grantee shall obtain free, prior, and informed consent from all participants before recording, documenting, or using their language, knowledge, or cultural expressions. Consent must be based on clear explanations, in a language and form understandable to participants, of the purpose of the project, the types of data to be collected, how the data will be used, stored, archived, and shared, and any potential risks or benefits. Participants retain the right to refuse participation or withdraw consent at any time, without negative consequences.

Transparency and Honesty

The Grantee agrees to be honest and transparent about the goals, methods, funding sources, and intended outcomes of the project. The Grantee shall not misrepresent the purpose of the research or the uses of the documentation materials.

Privacy and Confidentiality

Where requested, the Grantee shall protect the privacy and confidentiality of participants. The Grantee will respect any restrictions placed by participants or communities on access to recordings, texts, images, or other materials. Sensitive or restricted materials shall be handled and archived in accordance with participant wishes and applicable ethical and legal standards.

Community Benefit and Reciprocity

The Grantee shall make reasonable efforts to ensure that the documentation benefits the participating community. This may include sharing copies of recordings and materials, supporting local language maintenance efforts, providing accessible outputs, or collaborating with community members in ways that are meaningful and appropriate.

Ownership, Attribution, and Intellectual Property

The Grantee shall acknowledge the contributions of participants, collaborators, and communities in publications and presentations, consistent with their preferences. The Grantee agrees to respect community intellectual property rights and traditional knowledge. Any archiving or dissemination shall be conducted in accordance with the consent provided.

Compliance with Laws and Standards

The Grantee agrees to comply with all applicable laws, regulations, and professional ethical standards governing research and fieldwork in the relevant jurisdictions.