Grant review code of conduct

CCLG aims to ensure that research proposals are assessed objectively and impartially. Review by an appropriately constituted group is an essential element of the decision making process.

Members should be aware that the role of the reviewer is advisory. As part of its commitment to impartiality and the integrity of the review process, CCLG has set down the following code of conduct.

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If CCLG has reason to believe that a member of the Research Advisory Group (RAG) or a reviewer has breached this code of conduct, then he or she may be asked to step down as a reviewer.

Code of conduct

As a condition of participation, reviewers agree that documents and correspondence relating to applications for funds and funding are strictly confidential and therefore:

- Should not be discussed with anyone else during review, or either before or after the Research Advisory Group meeting. No discussion should occur between RAG members except during the business of the meeting.
- Feedback to candidates (successful or unsuccessful) will be provided by CCLG alone, to avoid confusion. RAG members or reviewers should not, under any circumstances, provide feedback directly to the candidate.
- Should not be disseminated
- Any printouts should be kept secure and disposed of securely after the decision has been reached
- Should a reviewer have a vested interest (organisation, collaborative, personal or other) in the outcome of a grant application they should declare it.
- Reviewers have a right to expect that their comments will be treated in confidence by both CCLG staff and other reviewers.
- While membership of the RAG will be publicly available, the identity of reviewers in relation to specific grants will be kept confidential.

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