# SCOTTISH FUNDING COUNCIL STANDARD INNOVATION VOUCHER LEGAL AGREEMENT

Between

[insert details] (the “University");

and

[insert details] (Company No. [insert details]) having its principal place of business at [insert details] (the "Company").

## WHEREAS

1. The University on behalf of the Parties has applied to Scottish Funding Council (“SFC”) for financial support towards the costs of an Innovation Voucher Scheme project, which application has been successful;
2. SFC are providing a contribution towards the project costs which is a VAT inclusive (if applicable) sum of up to a maximum of seven and a half thousand pounds (£7,500) Sterling (the “SFC Contribution”);
3. The Company contribution is expected to match the SFC Contribution in kind or in cash, and the Company has agreed to match the SFC Contribution accordingly;
4. The Company wishes the University to carry out a project; and
5. The Parties agree such project shall be carried out on the terms and conditions set out below.

WHEREBY IT IS AGREED AS FOLLOWS

1. **DEFINITIONS AND INTERPRETATION**
   1. In this Agreement, unless the context otherwise require or permits:-

“Agreement” means the Scottish Funding Council Standard Innovation Voucher Legal Agreement.

“Application” means the application form for Innovation Voucher Scheme

AY [insert academic year] completed by the Parties and forming Part 1 of the Schedule to this Agreement.

"Background IP" means all Intellectual Property, information, data, software and materials belonging to a Party that are provided by that Party to the other for use in the Project (whether before or after the date of this Agreement), and including, but not limited to such Background IP as is set out in the Application but not, for the avoidance of doubt, the Foreground IP.

“Confidential Information” means each Party's confidential information disclosed by that Party to the other for use in the Project and identified as confidential before or at the time of disclosure, the other Party’s Background IP and any Foreground IP owned by it.

“Data Protection Legislation” means all applicable data protection and privacy legislation in force from time to time in the UK including the UK GDPR; the Data Protection Act 2018 (DPA 2018) (and regulations made thereunder); and the Privacy and Electronic Communications Regulations 2003 (SI 2003 No. 2426) as amended; and all other legislation and regulatory requirements in force from time to time which apply to a party relating to the use of personal data (including, without limitation, the privacy of electronic communications); and the codes of practice issued by the Scottish Information Commissioner or other relevant data protection or supervisory authority and applicable to a Party’.

"Foreground IP" means all Intellectual Property, information, data, software and materials identified, created or first reduced to practice or writing in the course of the Project.

"Intellectual Property" means any patents, trademarks, registered designs, copyright, unregistered design right, database right or semi-conductor topography right including the rights to apply for the same and for any renewals of such rights, rights in and to trade or business names, Know-how or Confidential Information, and any similar or analogous rights or forms of protection in any part of the world.

“Know-how” means technical information (including, without limitation, information relating to inventions, discoveries, concepts, methodologies, models, research, development and testing procedures, the results of experiments, tests and trials, manufacturing processes, techniques and specifications, quality control data, analyses, reports and submissions) that is not in the public domain and that is not the subject of a patent application.

"Parties" means the Company and the University and "Party" shall be construed accordingly.

"Project" means the project described in the Application.

“UK GDPR”: has the meaning given to it in section 3(10) (as supplemented by section 205(4)) of the Data Protection Act 2018.

* 1. The headings in this Agreement are included for convenience only and shall be ignored in construing this Agreement.
  2. The Schedule shall form part of this Agreement and shall have the same force and effect as if set out in the body of this Agreement and references to this Agreement include the Schedule.

1. **THE PROJECT**
   1. The Company contribution shall match the SFC Contribution in kind (staff time materials, access to facilities et cetera) according to the information provided in the Application. All expenditure must be clearly accounted for in the final report (the “Final Report”) a pro forma of which is in the Application.
   2. In consideration of the Company fulfilling its obligations set out hereunder the University will use reasonable endeavours to undertake the Project. The University and the Company will work together in order to complete and provide SFC with the Final Report timeously.
   3. The Project shall start on [insert details] and this Agreement shall take effect on that date and shall continue in force until [insert details] unless terminated earlier in accordance with clause 11 of this Agreement or extended in writing by the Parties.
2. **PAYMENT**
   1. The Company shall pay the University the cash contribution of [insert sum in words] Pounds (£[insert sum in figures]) Sterling which shall be paid by electronic transfer into the University's bank account, details of which are set out in Part 2 of the Schedule, and in accordance with the invoice schedule set out in Part 2 of the Schedule. The University shall provide the Company with appropriate invoices prior to each payment date. The Company will pay all invoices received from the University within thirty (30) days of the date of the invoice.

All sums payable by the Company under this Agreement are expressed exclusive of any Value Added Tax which may be due thereon and for which the Company shall be additionally liable.

1. **PERSONNEL**

The Project will be supervised by [insert details] Department of [insert details] (the “Academic”) at the University or such other member(s) of staff as the Parties shall mutually agree.

1. **OWNERSHIP OF BACKGROUND IP**
   1. All Background IP used in connection with the Project shall remain the property of the Party introducing such Background IP (or, where applicable, the third party from whom its right to use the Background IP has derived).
   2. Subject to any third party rights, each Party grants the other a royalty-free, non-exclusive licence to use its Background IP for the purpose of carrying out the Project, but for no other purpose.
   3. In the event that the Company needs the University’s Background IP in order to use and exploit the Foreground IP in accordance with the terms of this Agreement, the University shall, where free and able to do so, grant the Company a non-exclusive licence for such use of its Background IP, subject to the agreement of reasonable terms and conditions between the Parties.
2. **OWNERSHIP OF FOREGROUND IP**

[Note – select one option]

* 1. Foreground IP shall be owned by the Company.
  2. The Company hereby grants the University a perpetual, irrevocable, worldwide non-exclusive royalty free licence to use the Foreground IP for the purposes of academic research, teaching and collaboration, including any collaboration with third parties provided that such third parties are not granted any rights to exploit the Foreground IP.

**OR**

6.1 Foreground IP shall be owned by the University.

6.2 The University hereby grants to the Company a perpetual, irrevocable, worldwide non-exclusive royalty-free licence to use and exploit the Foreground IP for its own purposes, commercial or otherwise.

* 1. The Party owning the Foreground IP shall make all decisions on whether such Foreground IP should be protected by patent or other intellectual property protection. The costs of filing and protection of such patent application(s) or other protection shall be paid by the owning Party unless the Parties agree otherwise. The Parties shall discuss any such protection that should be sought and shall use reasonable endeavours to reach agreement in relation thereto.

1. **CONFIDENTIALITY**
   1. Any Confidential Information will not without prior written consent of the owning Party or as otherwise provided under this Agreement be used, published or disclosed.
   2. The foregoing obligations shall not apply, or shall cease to apply, to such Confidential Information as the receiving Party can show to the reasonable satisfaction of the disclosing Party:
      1. has become public knowledge other than through any fault of the receiving Party;
      2. was already known to the receiving Party prior to disclosure by the disclosing Party;
      3. was independently developed by the receiving Party without recourse to or use of any Confidential Information;
      4. has been received by the receiving Party from a third party who did not acquire it in confidence from the disclosing Party, or someone owing a duty of confidence to the disclosing Party; or
      5. the receiving Party is required to disclose by law or by a requirement of a regulatory body.
   3. Where either Party is in receipt of an information request pursuant to the Freedom of Information (Scotland) Act 2002 or any analogous regulations in respect of Confidential Information (or any other information) relating to this Agreement or to the Project (the “Request”) it shall make an analysis as to whether the Confidential Information or other information requested is capable of benefiting from an exemption from disclosure. In the event that the Party in receipt of the Request considers that disclosure is legally required and makes the requested disclosure, no liability shall attach thereto.
2. **PUBLICATION**
   1. Notwithstanding the provisions of clause 6 above, it is recognised that the University will be expected to publish Foreground IP and otherwise disclose such Foreground IP in accordance with academic practice.
   2. Prior to the publication of any Foreground IP, the University shall forward a copy of the proposed publications to the Company for review. The Company shall have a period of one (1) month from receipt of said text in which to intimate, in writing, to the University that such text contains either confidential or commercially sensitive information belonging to the Company, or that the Company wishes to seek intellectual property protection of its Foreground IP. In the event of the Company intimating that the text contains either confidential or commercially sensitive information belonging to it, the University shall not publish such confidential and/or such commercially sensitive information. In the event of the Company intimating that it wishes to seek intellectual property protection of its Foreground IP, the University shall refrain from presenting or publishing the relevant text for a period of up to ninety (90) days (or such other period as may be agreed by the Parties), to allow such protection to be pursued.
   3. The Company agrees that information relating to or arising from the Project may be included without restriction in a dissertation prepared by a research student involved in the Project for submission in accordance with the regulations of the University. Nothing contained in this Agreement shall be interpreted as preventing or unduly delaying such submission.
   4. Without prejudice to the foregoing, the University may make certain information relating to the Project public in accordance with usual academic principles. Such information may include the provision of knowledge transfer and / or impact metrics to any co-funders of the Project and other relevant bodies and may include, but not be limited to, a brief outline of the Project including reference to the Company together with any outcomes and impacts generated therefrom. In addition the University shall be allowed to use the subject matter of the Project and the Company’s participation therein as a case study in the University’s marketing material.
3. **LIABILITY**
   1. The University shall use reasonable endeavours to ensure the accuracy of the work performed and any information given but the University makes no warranty, express or implied, as to accuracy and accepts no responsibility for any use by the Company of the University-owned Background IP or any use of the Foreground IP, nor for any reliance placed by the Company on the University-owned Background IP or any reliance on the Foreground IP, nor for advice or information given in connection with the Project. All implied terms, conditions and warranties are hereby excluded to the maximum extent permitted by law. Any use of the University-owned Background IP or any use of the Foreground IP by the Company shall be at the Company’s sole risk.
   2. The Company will indemnify the University and keep it fully and effectively indemnified against each and every claim made against the University as a result of the Company’s use of any of the University-owned Background IP or any use of the Foreground IP in breach of the terms of this Agreement provided that the University must:
      1. promptly notify the Company of details of the claim;
      2. not make any admission in relation to the claim;
      3. allow the Company to have the conduct of the defence or settlement of the claim; and
      4. give the Company all reasonable assistance (at the Company’s expense) in dealing with the claim.

This indemnity does not apply to the extent that any claim arises as a result of the University’s negligence or deliberate breach of this Agreement.

* 1. Nothing in this Agreement limits or excludes either Party’s liability for
  2. death or personal injury;
  3. any fraud or any sort of liability that by law cannot be limited or excluded; or
  4. any loss or damage caused by a deliberate breach of this Agreement.
  5. Subject to clause 9.3, the liability of neither Party to the other for any breach of this Agreement, or any negligence shall extend to any indirect damages or losses, even if the Party bringing the claim has advised the other of the possibility of those losses or if they were within the other Party’s contemplation.
  6. Subject to clause 9.4, the Company will indemnify the University and keep it fully and effectively indemnified against any loss which the University may incur as a result of the Company having provided inaccurate or incorrect information in the Application. In such cases, the Company shall be liable to pay to the University a sum equal to the SFC Contribution with such sum due for payment immediately.

1. **USE OF UNIVERSITY'S NAME**

The Company shall not use the University's name in connection with the work undertaken under the Agreement without the express written consent of the University which shall be sought on each occasion. Such consent shall not be unreasonably withheld.

1. **FORCE MAJEURE**

Neither Party shall be deemed to be in breach of this Agreement if it is unable to carry out any provision of it for any reason beyond its control including (without limiting the generality of the foregoing) damnum fatale, legislation, fuel shortages, war, fire, flood, drought, failure of power supply embargo, civil commotion and employee action.

1. **TERMINATION**
   1. Either Party may terminate this Agreement with immediate effect by notice in writing to the other Party (the “Breaching Party”) in the event of the Breaching Party committing a material breach of this Agreement, which if the breach is capable of remedy the Breaching Party has failed to remedy within thirty (30) days after receipt of notice in writing.
   2. The University may terminate this Agreement with immediate effect by notice in writing to the Company in the event that any information provided by the Company in the Application is discovered to be inaccurate or incorrect. In this case, the Company shall be liable to pay to the University a sum equal to the SFC Contribution with such sum due for payment immediately.
   3. In the event of termination, the University shall be reimbursed by the Company for all expenses properly incurred on the Project, including expenses falling due for payment after the date of termination which arise from commitments reasonably and necessarily incurred by the University for the performance of the Project.
   4. Notwithstanding the expiry or earlier termination of this Agreement, the provisions of clause 5, (except, in the case of termination of this Agreement by the University pursuant to clauses 12.1 or 12.2, the licence option granted to the Company under clause 5.3), 6 (except, in the case of termination of this Agreement by the University pursuant to clauses 12.1 or 12.2 the licence granted to the Company under clause 6.2), 7, 8, 9, 10, 12.4, 15, 16 and 17 shall survive and continue in in full force and effect, together with any other provisions of this Agreement necessary to give effect to such provisions.
2. **ASSIGNATION**

Except as expressly provided for in this Agreement neither Party shall be entitled to:-

* 1. assign or transfer any or all of its rights and/or obligations under this Agreement (or purport to do so); or
  2. sub-license or sub-contract any or all of its obligations under this Agreement (or purport to do so);

save, in either case, with the prior written consent of the other Party.

1. **SUBSIDY CONTROL**

The Grant is awarded as a Minimum Financial Assistance (MFA) subsidy under the Subsidy Control Act (2022). There is a threshold of £315,000 MFA cumulated over this and the previous two financial years, as specified in section 36(1) of the Subsidy Control Act (2022) and the grantee must ensure that this is not exceeded. The grantee is required to keep a written record of the amount of MFA received and the date/s when it was received. This will enable the grantee to respond to future requests from public authorities on how much MFA has been received and whether the cumulative threshold has been reached. (The Grantee may need to keep this Agreement for longer than three years for other purposes).

**The monetary value of the SFC Contribution is: £x,xxx/€x,xxx**

1. **NOTICES**

15.1. Any notice to be given under this Agreement shall be in writing and shall be deemed to have been duly given by:

15.1.1. first class post or express or other fast postal service; or

15.1.2. registered post at the party’s address as given at the start of this Agreement or such alternative address as the Party may intimate in writing to the other.

15.2. Notices given to the University should be marked for the attention of the Director [insert details]. Notices given to the Company should be marked for the attention of [insert details].

1. **GENERAL**
   1. Except as otherwise expressly provided in this Agreement none of the terms and conditions of this Agreement shall be enforceable by any person who is not a Party to it.
   2. Each provision of this Agreement shall be construed separately and, save as otherwise expressly provided herein, none of the provisions hereof shall limit or govern the extent, application or construction of any other of them and, notwithstanding that any provision of this Agreement may prove to be unenforceable by law, the remaining provisions of this Agreement shall continue in full force and effect.
   3. No waiver by either Party of any of the requirements hereof or of any of its rights hereunder shall be effective unless given in writing and signed by or on behalf of that Party and no forbearance, delay or indulgence by either Party in enforcing the provisions of this Agreement shall prejudice or restrict the rights of that Party nor shall any waiver by either Party of any of the requirements hereof or any of its rights hereunder release the other from full performance of its obligations stated herein.
   4. This Agreement constitutes the entire understanding between the Parties and supersedes and extinguishes all (if any) prior drafts, agreements, understandings, undertakings, representations, warranties and/or arrangements of any nature whatsoever (whether or not in writing) between the Parties in connection therewith.
   5. Nothing in this Agreement shall be construed as establishing or implying any partnership or joint venture between the Parties and nothing in this Agreement shall be deemed to constitute one of the Parties as the agent of the other.
   6. The Parties shall procure that in carrying out the Project they will comply with all applicable laws, regulations and statutes relating to anti-bribery including but not limited to the Bribery Act 2010.
2. **DATA PROTECTION**
   1. Each Party acknowledges that for the purposes of the Data Protection Legislation each Party is a data controller (where data controller has the meaning defined in the Data Protection Legislation).
   2. Each Party shall have sole responsibility for the legality, reliability, integrity, accuracy and quality of any personal data provided to another Party under this Contract. Subject to Condition 17.3, Each Party will not monitor any of the personal data provided to another Party.  Each Party shall only process personal data provided to it by another Party in accordance with this Contract and as set out in any privacy notice issued by the relevant donating Party (as amended from time to time).
   3. Each Party shall have the right to perform statistical analysis of any personal data that is donated by another Party under this Contract for the creation of anonymised statistical data. Such anonymised data shall belong to the Party providing the data and may be licensed to third parties.
   4. Each Party shall comply at all times with the Data Protection Legislation and shall not perform its obligations under this Contract in such a way as to cause the other Party to breach any of its obligations under the Data Protection Legislation.
3. **APPLICABLE LAW**

This Agreement shall in all respects be construed and interpreted in accordance with, and governed by, the Law of Scotland, and the Parties prorogate the jurisdiction of the Scottish Courts.

Signed for and on behalf of the University Witness ……………………………….….

at ............................................................... Name …………………………………….

on ..............................................................

Address ………………………………….

by ….......................................................... …………………………………………….

................................................................... …………………………………………….

Position ...................................................

Signed for and on behalf of the Company Witness ………………………………….

at............................................................... Name …………………………………….

on ..............................................................

Address ………………………………….

by ….......................................................... …………………………………………….

................................................................... …………………………………………….

Position ...................................................

### THIS IS THE SCHEDULE REFERRED TO IN THE FOREGOING SCOTTISH FUNDING COUNCIL INNOVATION VOUCHER SCHEME AGREEMENT BETWEEN [insert details] AND [insert details]

**PART 1**

#### THE PROJECT

### [Please attach the application form].

**THIS IS THE SCHEDULE REFERRED TO IN THE FOREGOING SCOTTISH FUNDING COUNCIL INNOVATION VOUCHER SCHEME AGREEMENT BETWEEN [insert details] AND [insert details]**

**PART 2**

**PAYMENT**

**Invoice Schedule**

The University shall provide the Company with appropriate invoices in accordance with the following schedule:

[Insert invoicing dates]

The Company shall make payments in Pounds Sterling by electronic transfer into the University’s bank account, details of which are as follows:

[Insert details]