

## Research Funding Privacy Notice

The “charity”, “we”, “us”, “our” for the purposes of this notice means Worldwide Cancer Research, which is a data controller for the purposes of data protection law.

As part of our research grant application and award management activities we collect, store and process personal data which may directly or indirectly identify you (together “personal information”). We process personal information for a range of purposes relating to the administration of grant applications and awards. This Research Funding Privacy Notice sets out:

- why we collect your personal information;
- what information is collected and;
- how it is processed

Throughout this document we use the term “processing” to cover all activities involving your personal information, including collecting, handling, storing, sharing, accessing, using, transferring and disposing of the information

### **1. Why do we process your personal information?**

The Charity will only collect personal data for research funding purposes:

- to process applications for funding and for administration of the grants we fund
- to send you correspondence and communicate with you about your grant application/award or for general enquiries
- to invite you to act as a peer reviewer for grant applications
- to generate reports on our work, services and events
- to communicate with the general public, our supporters and other research funding bodies about the research we fund
- to meet our legal obligations for instance to perform contracts between you and us, or our obligations to regulators, government and/or law enforcement bodies.

### **2. What is our legal basis for processing your personal information?**

Our legal basis for processing your personal information is that it is necessary for the performance of a contract. This applies to both successful and unsuccessful applications as processing your personal information in and associated with your application is required as a step to consider whether to award a research grant.

### **3. How do we collect information about you?**

**Information you give us:** The majority of personal information is given to us directly by you. When you make an enquiry to Worldwide Cancer Research, register on our online grants system, apply for a research grant or otherwise provide us with your details, we will collect, store and may further process your personal information.

Your personal information may also be given to us as part of a research grant application or in relation to a grant award by another person – for example if you are a co-applicant, or a member of staff named on a research grant application or award. Whenever we receive your personal data in this way, the person providing us with your details is required to inform you that your personal data has been given to us. If you have any concerns about your personal data being provided in this way, please contact the person providing your details, or contact us using the details at the end of this notice.

**Information available publicly:** We may also obtain your personal details from third parties or from publicly available sources for the purposes of identifying suitable experts to review particular research grant applications or to join our Scientific Advisory Committee. For example, PubMed or institutional websites.

#### **4. What Personal data will be processed?**

The types of personal information we collect includes

- name
- contact details (postal address, telephone number, email address and/or social media handle)
- employment history
- education history
- professional expertise
- photograph
- nationality
- salary information

#### **5. Who will see your personal data?**

##### **Third party agents and service providers**

We may need to share your information with our third party agents and service providers who are contracted by Worldwide Cancer Research, in order to fulfil the business purposes of the charity, e.g. the software provider of our online grant system, our grants payment-processing partner or our specialist intellectual property advisors.

##### **External reviewers**

We will share your personal data, included as part of a research grant application, with our Scientific Advisory Committee and the selected external reviewers. Please also see below section on International Data Transfers for more information.

##### **Host institutions**

If your application is successful, we will share personal data contained in the application with the institution(s) at which you will carry out your research.

##### **Fundraising and marketing purposes**

If your application is successful, we will use some of your personal data for promotional materials online or in our fundraising campaigns. This forms part of our award agreement. We may use personal information such as your name and institution, and promotional photographs or videos you supply to, or are taken by, Worldwide Cancer Research.

We may also contact you to request additional promotional material or to invite you to attend our events and conferences.

##### **Other research organisations**

We will also share details of research grant applications and awards, sometimes including associated personal data, with our funding partners and research organisations such as the Association of Medical Research Charities, who monitor and regulate medical research in the UK, and the International Cancer Research Partnership, whose goal is to enhance global collaboration and strategic coordination of cancer research. This forms part of our award agreement.

#### **6. International Data transfers**

As part of our research funding processes, we may transfer your personal information to countries outside the European Economic Area (EEA). This forms part of our award agreement. We will only transfer information outside of the EEA for the purposes of reviewing a research grant application, to seek additional funding from our international partners, for grant/expense claim payments and to the International Cancer Research Partnership.

You should be aware that these countries may not have similar data protection laws to the EEA. If we transfer your information outside of the EEA in this way, we will take steps to ensure that appropriate security measures are taken with the aim of ensuring that your privacy rights continue to be protected as outlined in this notice. If you wish further details on these types of transfers, please contact us using the details at the end of this notice

## **7. Storage & Retention**

We manage the research funding processes via our online grant system which has been developed and supported by a software provider.

Most information collected as part of the research funding processes is held indefinitely to enable the following activities:

- General administrative purposes, such as responding to enquiries and expense claim payments.
- Our external review processes used to assess research grant applications and make funding decisions.
- Analysis and segmentation of our grant application and award information to help inform our strategy, and to monitor and improve our effectiveness.
- Tracking the outputs and impact of our research funding and using this information in marketing and fundraising activities.

We regularly review our organisational retention periods and will not keep personal data longer than we require.

## **8. Your Rights**

Data protection laws give you specific rights that help you be in control of your personal data. You have the right to:

- Request and receive a copy of all data held about you by Worldwide Cancer Research
- Ask to have all personal data that has been collected permanently erased
- Ask to have any part of specific personal data rectified
- When collection of data is based on consent, you have the right to withdraw consent at anytime
- You have the right to lodge a complaint with a supervisory authority. In the UK this is the Information Commissioners Office.

For more information about all of the rights available to you please read our full Privacy Policy at <https://www.worldwidecancerresearch.org/who-we-are/privacy/>

## **9. Contact Information**

If you have any queries relating to this notice, please contact

Worldwide Cancer Research  
1st floor Canning Exchange  
10 Canning Street  
Edinburgh  
EH3 8EG

Email: [grants@worldwidecancerresearch.org](mailto:grants@worldwidecancerresearch.org)  
Tel: 0300 777 7910