

## **Conditions for Individual Educational Grants**

The following conditions apply to all educational projects funded by the Stanley Thomas Johnson Foundation (hereafter: the Foundation) for individuals (hereafter: beneficiaries).

### **1. Specific use of the grants**

The funds granted are tied to a specific purpose. Beneficiaries undertake to use the funds granted exclusively for the approved project or sub-project. Any changes to the content, postponements, etc. must be agreed with the Foundation. The Foundation must be informed immediately of any planned changes, as any change could result in the loss of the right to the promised funding. Funding for the modified projects can only be maintained with the renewed written consent of the Foundation. The Foundation reserves the right not to pay out funds that have been promised for unauthorised changes to the project or to reclaim from beneficiaries funds that have already been paid out.

### **2. Repayment of grants on cancellation of a project**

If the educational project is not started or is discontinued, the Foundation reserves the right to reclaim any funds already paid out from the beneficiaries. In such cases, the beneficiaries undertake to inform the Foundation immediately in writing and to reimburse the Foundation for any funds already transferred.

### **3: Grant agreement**

A funding agreement will be concluded. By signing the funding agreement, the beneficiaries agree to the foundation's funding conditions. The funding agreement must be signed and returned to the foundation within two weeks of receipt.

### **4: Confirmation of receipt of credited payment**

Beneficiaries must confirm receipt of payment by email within ten days.

### **5: Instalments**

The beneficiaries accept that the funding will be paid out in instalments. The deadlines for the payment of the instalments are specified in the funding agreement. The individual instalments will only be paid out once the beneficiaries have fulfilled all their obligations to the Foundation.

### **6: Reportings**

The beneficiaries must keep the Foundation informed about the progress of the project. Written interim reports must be submitted in accordance with the funding agreement.

### **7: Data protection**

The protection of personal data is an important concern for the Foundation. It therefore conducts its activities in accordance with the applicable legal provisions on the protection of personal data and data security in Switzerland. The Foundation will only

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collect, process and use the personal data provided for the purposes expressly stated in the data protection information or otherwise expressly communicated.

**Exception**

The foundation's annual report may publish the initials of the persons receiving support, the type of education supported and the amount of support provided.

**Retention**

Personal data will be stored for the statutory period of ten years after completion or termination of the educational project and then destroyed or irrevocably deleted.

**8: Obligation to report changes to the terms of the contract**

The Foundation must be notified immediately of any changes to the originally agreed funding on the part of the beneficiaries. This applies in particular to:

- Changes of address: residence in the Canton of Bern is mandatory for the duration of the studies. Beneficiaries must inform the Foundation in advance of any planned, unavoidable move to another canton. Changes of residence that are not notified in advance and are unjustified will result in the cancellation of the funding commitment.
- Significant changes relating to budget planning and/or financing of the project (e.g. contributions from third parties, scholarship contributions from the canton or other foundations);
- Changes in personal income and financial circumstances.