

Policy for UKACM support

This policy applies to individuals and organisations seeking formal support from the UKACM.

- **Individuals:** for research proposals, fellowship applications, promotion applications and other.
- **Organisations:** for conferences, seminars and other events.

When seeking support for research proposals and fellowship applications, UKACM will expect the candidates to formally request the UKACM support stating the funding body and specific call and, at least, 10 days before the deadline of the call.

On receipt of a request for UKACM support the procedure below will be managed by the UKACM Secretary.

1. The UKACM Secretary will obtain a clear statement from the applicant as to the nature of UKACM support needed, which could be one or more of the following:
 - a. A letter of support indicating that that aims of the applicant align with the objectives of the UKACM.
 - b. A letter of support promising UKACM representation on an advisory committee, unfunded or funded in-kind.
 - c. A letter of support indicating UKACM financial support for the plans of the applicant.

Depending on the nature of the support requested the statement could include other documents such as a CV.

2. The statement will be forwarded to all members of the UKACM Executive Committee.
3. After a defined period of consideration set by the Secretary, of at least five working days and according to the needs of the applicant, the Executive Committee will vote to approve or decline support based on alignment with the objectives of the UKACM as set out in its bylaws, or if the proposal adds value to the UKACM. If a request of support obtains a simple majority of votes, UKACM will provide the support requested¹. In case of a draw, the vote of the President will be double counted.
4. Any Executive Committee member closely linked to the applicant or likely to benefit directly will exclude themselves from the voting.
5. The Secretary will reply to the applicant with the result of the vote and if in the affirmative, the official letter of support which will be drafted by the Secretary and President.
6. The reply to the applicant will specify that a requirement for UKACM support will be for acknowledgement in all publicity materials, publications, reports and presentations, using the UKACM logo.

Rubén Sevilla, UKACM President
V3: January 2022

¹ In the event of UKACM receiving a large number of requests for the same call, UKACM reserves the right to establish a maximum number of requests to be supported.