ÅAU research grants

Processing of personal data in connection to the research grant application

When submitting the electronic research grant application all the submitted data will be stored in an electronic register. Personal data in the register will be processed and stored for the following purposes:

- o processing of the grant applications
- o decision for awarding the research grants
- o payment of the research grants
- o taxation and pension notifications that are connected to research grant
- o statistical and historical purposes

The data will be stored both electronically and manually.

Manual (printed) material will be stored in the locked facilities at Research Services. Only named persons will have access to the material. Electronic material will be protected by firewalls, passwords and other technical methods.

For the evaluation process, each application will be saved as an electronic version that only contains the data, which is relevant for the evaluation itself. Finnish social security number (or date of birth) , bank account information, home address, e-mail address and phone number will therefore not be included in the application which will be made available to the evaluators.

The records from the board and committee meetings connected to the grant decision will include the following data:
- Personal data about those who have been awarded a grant: name, faculty, awarded sum, number of awarded grant months
- Non-personal statistical data, e.g. number of applications, number of applied for grant months, applied for total sum per faculty etc.

The application will be stored at research Services in its entirety for a period of six (6) years after the application was submitted. After this the data is deleted/destroyed in due order.