

Creative Launch Fund – Your Personal Data

The University of Glasgow will be what's known as the 'Data Controller' of your personal data processed in relation to your application to the Creative Launch Fund. This privacy notice will explain how The University of Glasgow will process your personal data.

Why we need it

We are collecting your basic personal data such as name and contact e-mail address in order to evaluate your application, loading successful applications onto grant management systems, enable outcome tracking and to support emerging innovation initiatives across the university. We will only collect data that we need in order to provide and oversee this service to you.

Legal basis for processing your data

We must have a legal basis for processing all personal data. In this instance, the legal basis is 'Legitimate Interest'

What we do with it and who we share it with

All the personal data you submit is processed by staff at the University of Glasgow in the United Kingdom. We will use contact e-mail addresses provided in your application to provide information regarding the application and may also share general information (Principal Investigator name, contact e-mail address and general research interests) with other members of staff at the University of Glasgow, who might be useful contacts. Your application including name of Principal Investigator, will be shared with an expert panel of reviewers, some of whom might not be members of the University of Glasgow. We may share non-confidential information such as projects descriptions, principal investigator names and e-mail addresses of successful applicants on University of Glasgow website and with the funders as part of reporting requirements. ECR data are shared in aggregate form only and is used to identify and address any potential bias in the application and selection processes.

How long do we keep it for

Your data will be retained by the University indefinitely unless the information is deemed no longer needed. If the data is no longer required, it will be securely deleted.

What are your rights?

You can request access to the information we process about you at any time. If at any point you believe that the information we process relating to you is incorrect, you can request to see this information and may in some instances request to have it restricted, corrected or erased. You may also have the right to object to the processing of data and the right to data portability. If you wish to exercise any of these rights, please submit your request via the [webform](#) or contact dp@gla.ac.uk.

Complaints

If you wish to raise a complaint on how we have handled your personal data, you can contact the University Data Protection Officer who will investigate the matter. Our Data Protection Officer can be contacted at dataprotectionofficer@glasgow.ac.uk If you are not satisfied with our response or believe we are not processing your personal data in accordance with the law, you can complain to the Information Commissioner's Office (ICO) <https://ico.org.uk/>