



ResearchBridge Africa

INSTITUTIONAL MEMORANDUM OF UNDERSTANDING

Research Development • Mentorship • Peer Review • Publication • Institutional Impact

Template purpose To convert an approved institutional partnership in principle into clear, accountable and appropriately safeguarded implementation arrangements.

Document control	Particulars
Between	ResearchBridge Africa and [Full Legal Name of Institution]
Template version	1.0 - July 2026
Proposed effective date	[Day Month Year]
Initial term	[Three / six / twelve months or other agreed period]
Legal review	Required before signature; delete all drafting notes and unselected options

From Research Idea to Published Impact

Institutional Partnership Master Template | Ghana

Drafting Directions

Before signature Replace every square-bracketed field, select one legal-effect option in Clause 2, complete all schedules, confirm the legal identity and authority of both parties, and obtain advice from a qualified Ghanaian solicitor.

- Do not sign this master template with unresolved alternatives or blank material terms.
- The institution's enabling law, charter, statutes, procurement rules and approval route should be checked.
- If personal data will move between the parties or one party will process data for the other, complete Schedule 3 and any required data-processing agreement.
- If fees, honoraria, subscriptions, revenue sharing or funded services are contemplated, complete Schedule 4 or a separately signed financial schedule.
- If the pilot remains non-binding, retain Option A in Clause 2.2 and delete Option B; for an operationally binding MOU, do the reverse.

Parties and Effective Date

This Memorandum of Understanding (MOU) is made on [Day Month Year] (the Effective Date) between:

Party	Legal description
ResearchBridge Africa	ResearchBridge Africa, an initiative/platform operated by [insert full legal name of owner or operating entity], of [registered or principal address], represented by [name and title] (ResearchBridge Africa).
The Institution	[Full legal name], a [public/private university, college, research institute, professional body or other entity] established under [law/charter/registration], of [address], represented by [name and title] (the Institution).

ResearchBridge Africa and the Institution are each a Party and together the Parties.

Recitals

A. ResearchBridge Africa is a research-development and publication platform designed to guide students and emerging scholars from topic formulation through learning, mentorship, ethical support, peer review, publication and dissemination.

B. The Institution wishes to strengthen research capacity, mentorship, scholarly quality, responsible publication, repository visibility and institutional reporting while preserving its academic authority and internal procedures.

C. The Parties wish to undertake the collaboration described in this MOU through a controlled, monitored and non-exclusive institutional arrangement.

1. Definitions and Interpretation

Term	Meaning
Authorised User	A student, researcher, lecturer, reviewer, administrator or other person approved for a specified platform role.
Confidential Information	Non-public submissions, reviews, data, decisions, communications, credentials, payment or institutional information.
Institutional Administrator	A person nominated by the Institution and approved for permitted institution-level functions.
Personal Data	Information relating to an identified or identifiable individual, as recognised by applicable data-protection law.
Pilot	The time-limited, controlled implementation described in Schedule 1.
Platform	ResearchBridge Africa's website, topic, learning, support, editorial, payment, repository and administrative services.
Research Output	A topic, proposal, dataset, thesis, dissertation, article, report or other scholarly material handled under the collaboration.
Role-specific Agreement	A lecturer, reviewer, editor, facilitator, support, publication or other instrument governing a particular role or assignment.

1.2 Interpretation

Headings aid navigation and do not limit meaning. References to law include applicable amendments or replacements. A written approval may be electronic where law and institutional policy permit. Schedules form part of this MOU.

2. Nature, Status and Legal Effect

2.1 Relationship

This MOU is non-exclusive. It does not create a legal partnership, joint venture, agency, fiduciary relationship, employment relationship, franchise or authority for one Party to bind the other. Neither Party may represent otherwise.

2.2 Select One Legal-effect Option

Drafting choice - delete one option The Parties must consciously choose the legal effect. Leaving both options in the signed document creates avoidable uncertainty.

Selection	Effect
☐ Option A - Cooperation MOU	Clauses 3-10 record good-faith intentions and are subject to resources and approved implementation schedules. Clauses concerning confidentiality, data

Selection	Effect
	protection, intellectual property, branding, financial commitments, liability, termination consequences, dispute resolution, notices and general provisions are intended to be binding.
☐ Option B - Binding Operational MOU	The Parties intend the MOU and completed schedules to create binding operational obligations, subject to stated limitations, approvals, resources and applicable law.

2.3 No Automatic Financial Commitment

No fee, subsidy, procurement, revenue share, grant, honorarium or reimbursement arises unless it is stated in a signed schedule, quotation, purchase order, contract or other authorised instrument.

3. Purpose and Partnership Objectives

- Improve research-topic development and research-methods learning.
- Connect authorised students and researchers with verified lecturers, mentors, reviewers and ethical support.
- Strengthen manuscript quality through transparent editorial and developmental peer-review processes.
- Increase responsible visibility and use of credible institutional and locally relevant research.
- Support institutional oversight through permitted verification, aggregate reporting and repository functions.
- Generate evidence from a controlled pilot to inform a longer-term partnership decision.

4. Scope of Collaboration

Area	Permitted collaboration
Topic Studio	Topic improvement, structured formulation and lecturer consultation, subject to academic judgement.
Learning Centre	Approved research-methods, academic-writing, ethics, data and publication learning activities.
Mentorship	Separately accepted lecturer or mentor assignments with defined scope and participation status.
Research Support	Ethical methodology, data-analysis, language, formatting or related assistance that does not become contract cheating.
Editorial and Peer Review	Submission screening, reviewer assignment, revision and decision-support under approved protocols.

Area	Permitted collaboration
Repository	Approved deposit, citation, discovery and institutional visibility subject to licences and takedown rules.
Institutional Dashboard	Affiliation verification, authorised invitations, approved publications and aggregate reports within access boundaries.
Events and Outreach	Joint seminars, workshops, calls, training or dissemination activities approved in writing.

4.2 Exclusions

- ResearchBridge Africa does not replace the Institution's admission, supervision, ethics, assessment, graduation, disciplinary or staff-management authority.
- The Institution does not direct confidential peer-review outcomes or obtain unrestricted access to private manuscripts, reports, payments or personal records.
- Neither Party guarantees publication, indexing, citations, funding, employment, academic credit or research approval.

5. Pilot and Implementation

5.1 Pilot Design

The initial collaboration will be implemented through the controlled Pilot in Schedule 1. The Schedule must state the cohort, duration, roles, services, milestones, safeguards, support arrangements, indicators, review points and exit plan.

5.2 Change Control

A material change to scope, data access, financial obligations, publication arrangements, cohort size, branding or duration requires written approval by both authorised focal persons and, where required, a formal amendment.

5.3 Progression

Completion of the Pilot does not automatically create a permanent partnership. The Parties will review results and may extend, revise, replace or conclude the arrangement.

6. Responsibilities of ResearchBridge Africa

- Provide the agreed platform functions and role-based access described in the implementation schedule.
- Maintain proportionate onboarding, verification, support, editorial, payment and record-management controls.
- Protect confidential submissions, reviewer reports, personal data and institutional records within its authorised systems.
- Apply published academic-integrity, support, reviewer, copyright, privacy and complaint standards.
- Provide agreed orientation, guidance and reasonable technical support to the Pilot cohort.
- Supply agreed aggregate monitoring information without exposing restricted individual records.
- Inform the Institution of material service, security, safeguarding or implementation issues affecting the collaboration.

7. Responsibilities of the Institution

- Obtain its internal approvals and nominate authorised focal persons and Institutional Administrators.
- Verify affiliations and role claims only within its lawful and delegated authority.
- Select and communicate with the agreed cohort and explain that participation does not replace institutional requirements.
- Support appropriate lecturer, reviewer and administrator participation without compelling optional assignments.
- Protect platform information, access credentials, confidential outputs and personal data received under the MOU.

- Provide timely feedback, safeguarding cooperation and aggregate institutional information needed for agreed evaluation.
- Avoid promising publication, payment, supervision, academic credit or endorsement beyond approved terms.

8. Governance and Authorised Representatives

Role	Authority and responsibility
Partnership Leads	Provide strategic oversight, approve material changes and conduct formal reviews.
Operational Focal Persons	Coordinate onboarding, schedules, communications, issue tracking and reporting.
Institutional Administrators	Perform permitted affiliation, invitation and aggregate functions; no general access to confidential research or payments.
Academic / Editorial Leads	Protect academic standards and editorial independence within their delegated mandates.
Data / Security Contacts	Coordinate lawful data handling, access incidents, retention and breach response.

8.2 Joint Review Meetings

The Parties will meet at the frequency stated in Schedule 1 to review progress, risks, incidents, user experience, academic quality and required decisions. Meeting notes are not amendments unless expressly approved as such.

8.3 Authority

Only persons identified in Schedule 5 or later authorised in writing may approve changes, commitments, public statements, data access or financial obligations on behalf of a Party.

9. Membership, Verification and User Management

- Individual participation remains subject to the General Membership Policy and applicable role-specific agreements.
- A verified role is personal, non-transferable and may require qualification, affiliation or identity evidence.
- The Institution will promptly report departures, changed affiliations or compromised institutional accounts.
- ResearchBridge Africa may restrict, suspend or remove role access for security, safeguarding, verification, misconduct or legal reasons, using fair process where circumstances permit.
- Institutional partnership does not give the Institution ownership of individual accounts or unrestricted rights over personal participation records.

10. Academic Integrity, Ethical Support and Independence

Academic boundary Support must strengthen the researcher's capacity and work; it must not conceal authorship, fabricate evidence or substitute another person's work for the researcher's academic responsibility.

- Members remain accountable for originality, accuracy, ethical approval, consent and institutional compliance.
- Automated suggestions are guidance and require human verification, lawful data handling and disclosure where required.
- ResearchBridge Africa will not knowingly provide or facilitate contract cheating, fabricated data, false approvals or manipulated findings.
- The Institution retains authority over its assessment and ethics processes; ResearchBridge Africa retains authority over its platform and editorial processes.

11. Editorial, Peer Review and Publication

- Submission does not guarantee review, acceptance or publication.
- Reviewer selection, confidentiality, conflicts and recommendations follow the applicable reviewer and editorial protocols.
- Reviewers advise; authorised editors make decisions. The Institution may not require a predetermined outcome.
- Institutional assessment, examination or ethics approval is separate from a platform publication decision.
- Authors must avoid duplicate publication and disclose prior dissemination, related submissions, funding, authorship and material conflicts.
- Corrections, expressions of concern, withdrawals or retractions may be issued where integrity requires them.

12. Intellectual Property, Repository and Licences

12.1 Pre-existing Rights

Each Party retains ownership of its pre-existing names, marks, systems, content, policies, data, know-how and other intellectual property. No implied transfer occurs.

12.2 Research Outputs

Authors ordinarily retain copyright in their original outputs, subject to institutional, funder, employment, collaborative and publisher rights. Deposit or publication requires the appropriate permissions and a stated licence.

12.3 Joint Materials

Ownership and permitted use of jointly developed courses, reports, templates, research, software or promotional materials must be stated in the relevant schedule. If no written allocation exists, each Party retains its contribution and neither may commercially exploit or exclusively license the combined work without the other's consent.

12.4 Repository Records

Approved repository records may remain for citation, integrity, audit or archival purposes after full-text access is restricted, subject to applicable law, licences, correction and takedown procedures.

13. Confidentiality

- Use Confidential Information only for the authorised MOU purpose.
- Disclose it only to personnel who need it, are authorised and are bound by appropriate duties.
- Apply reasonable technical and organisational safeguards.

- Do not upload confidential submissions, reviews or data to unapproved external or generative-AI services.
- Notify the other Party promptly of material loss, unauthorised access or disclosure.
- Return, delete or restrict retained copies at the end of the purpose, subject to lawful, integrity and archival requirements.

13.2 Exclusions and Required Disclosure

Confidentiality does not cover information lawfully public, already known without restriction, independently developed or lawfully received from another source. A Party required by law or lawful authority to disclose information should, where permitted, notify the other Party and disclose only what is required.

13.3 Duration

Confidentiality obligations continue for [five] years after termination, and for trade secrets, unpublished research, personal data and information protected by law for as long as the information remains protected.

14. Data Protection and Information Security

14.1 Compliance and Roles

Each Party will comply with applicable data-protection law, including Ghana's Data Protection Act, 2012 (Act 843), and maintain registrations, notices, consents, records and safeguards required for its processing. Schedule 3 must identify whether the Parties act as independent controllers, joint controllers, or controller and processor for each data flow.

14.2 Processing Principles

- Process data lawfully, fairly and for specified, legitimate purposes.
- Collect and disclose only data reasonably necessary for the agreed function.
- Keep information accurate and provide appropriate transparency to affected individuals.
- Restrict access by role and review it periodically.
- Retain data only for approved legal, academic, contractual, security or integrity purposes.
- Use appropriate safeguards for storage, transfer, backup, deletion and incident response.

14.3 Processor Arrangements

Where one Party processes personal data only on documented instructions from the other, the Parties will execute an appropriate data-processing agreement before the processing begins. It will address instructions, confidentiality, security, subprocessors, assistance, deletion/return, audit information and cross-border handling.

14.4 Security Incidents

A Party discovering a personal-data or security incident affecting shared functions will notify the other without undue delay and, where practicable, within 24 hours of confirmation. The

Parties will coordinate containment, investigation, lawful notifications, remediation and communications without making unauthorised admissions.

14.5 Data-subject Requests

Each Party will handle requests within its legal responsibility and provide reasonable assistance where a request concerns shared processing. Identity must be verified and confidential third-party rights protected.

15. Technology, Access and Service Continuity

- Access depends on authorised accounts, supported systems, internet availability and compliance with security requirements.
- Neither Party may bypass controls, share credentials, scrape restricted data, introduce malware or conduct unauthorised security testing.
- ResearchBridge Africa may perform maintenance or emergency restrictions and will give reasonable notice where practicable.
- The Parties will maintain proportionate continuity and incident contacts but do not guarantee uninterrupted or error-free service.
- No card details, Mobile Money PINs or one-time passwords will be collected or stored by institutional personnel through the collaboration.

16. Financial Arrangements

16.1 Default Position

Unless Schedule 4 or another signed instrument states otherwise, each Party bears its own costs and no payment is due between the Parties.

16.2 Approved Charges and Payments

- All fees, discounts, subscriptions, funded places, honoraria, reimbursements or revenue arrangements must be authorised in writing.
- Payments must use approved quotations, invoices, checkout routes and accounts; staff and members may not divert payments or issue unauthorised receipts.
- Each Party is responsible for taxes, deductions and procurement obligations legally applicable to it.
- A payment is complete only after authorised verification and recording; refund or reversal rules must be stated in the financial schedule or service terms.

16.3 No Editorial Influence

No payment, funding or institutional contribution may purchase a favourable review, publication decision, research finding, verification outcome or complaint decision.

17. Branding, Publicity and Communications

- Each Party retains control of its name, marks and official statements.
- Joint branding, press releases, public launch claims, testimonials and case studies require prior written approval.
- A Party may make accurate internal or legally required references to the MOU but must not imply endorsement beyond its terms.
- Confidential, personal or unpublished information must not be used in publicity without lawful authority and required consent.

18. Monitoring, Evaluation and Reporting

18.1 Indicators

Schedule 2 will state agreed indicators, baselines where available, reporting frequency, responsible persons, data sources and limitations. Measures may include onboarding, topic development, learning completion, mentorship, submission progress, review timeliness, revisions, approved publications, support quality, incidents and user feedback.

18.2 Reporting Boundaries

Reports will use aggregate or de-identified information where possible. The Institution will not receive confidential reviews, private manuscripts, individual payment details or unrelated personal records merely because it receives partnership reports.

18.3 Evaluation Use

Evaluation findings may support continuation, modification or closure. Public dissemination requires the approvals, attribution, confidentiality and data protections stated in this MOU.

19. Compliance, Responsibility and Risk

19.1 Legal and Ethical Compliance

Each Party will comply with applicable law, anti-bribery requirements, academic and research ethics, procurement rules, professional duties and its own governing instruments.

19.2 Responsibility for Personnel and Acts

Each Party is responsible for its own employees, officers, contractors, systems, approvals and breaches. Neither Party is responsible for the independent academic or professional acts of an individual merely because that individual is a platform member, unless responsibility arises under law or a specific agreement.

19.3 No Outcome Warranty

Research and publication outcomes depend on author conduct, evidence, institutional processes, reviewer judgement and other factors. Except for express commitments, services and information are provided with reasonable care but without a guarantee of acceptance, impact, fitness for an unstated purpose or uninterrupted availability.

19.4 Optional Indemnity - Solicitor to Settle

Optional clause [Each Party will indemnify the other against third-party claims and direct losses caused by its material breach, negligence, wilful misconduct, infringement or unlawful processing, subject to notice, control of defence and agreed liability limits.] Delete or replace after legal and insurance review.

19.5 Force Majeure

A Party is not liable for delay caused by events beyond reasonable control if it promptly notifies the other, mitigates effects and resumes performance when reasonably possible. Payment obligations already due and confidentiality duties are not excused.

20. Term, Review, Suspension and Termination

20.1 Term

This MOU begins on the Effective Date and continues for [period], unless extended or ended under this Clause. The Parties will formally review it at [midpoint] and before expiry.

20.2 Suspension

A Party may immediately suspend affected access or activity where reasonably necessary to protect people, confidential information, personal data, funds, systems, legal compliance or research integrity. The Parties will review the measure promptly.

20.3 Termination

- Either Party may terminate without cause on [30] days' written notice.
- A Party may terminate for material breach if the breach is not remedied within [14] days after written notice, where remedy is possible.
- A Party may terminate immediately for serious illegality, safeguarding risk, fraud, corruption, deliberate confidentiality breach, insolvency or conduct causing material and continuing harm.

20.4 Exit and Survival

The Parties will agree an orderly exit addressing user notice, active assignments, publications, access closure, outstanding payments, records, data return/deletion, repository status and public statements. Confidentiality, data protection, intellectual property, accrued payment, responsibility, dispute and other provisions intended by their nature to continue will survive.

21. Dispute Resolution and Governing Law

21.1 Good-faith Resolution

A dispute will first be referred to the operational focal persons and, if unresolved within seven days, to the Partnership Leads. The Parties will attempt good-faith resolution within a further fourteen days.

21.2 Mediation and Arbitration

If unresolved, the Parties will attempt mediation in Ghana. If mediation does not resolve the dispute within [30] days after appointment of the mediator, the dispute will be finally resolved by a single arbitrator under Ghana's Alternative Dispute Resolution Act, 2010 (Act 798). The seat will be [Accra/Kumasi], the language English, and the award final and binding, subject to applicable law.

21.3 Urgent Relief

Nothing prevents a Party from seeking urgent interim relief from a competent court to protect confidential information, personal data, intellectual property, safety, evidence or assets, or from enforcing a settlement or award.

21.4 Governing Law

This MOU is governed by the laws of the Republic of Ghana.

22. Notices

Formal notices must be delivered by hand, courier, registered post or designated email to the contacts below or a replacement notified in writing. Email notice is received when acknowledged or when delivery is shown without an error message, subject to applicable law and institutional policy.

Party	Address	Email	Attention
ResearchBridge Africa	[Legal address]	[Official email]	[Attention / title]
Institution	[Legal address]	[Official email]	[Attention / title]

23. General Provisions

Provision	Effect
Entire understanding	This MOU and its completed schedules contain the understanding on their subject and replace prior inconsistent discussions.
Amendment	An amendment must be in writing and approved by authorised representatives of both Parties.
Assignment	Neither Party may transfer the MOU without the other's prior written consent, except to

Provision	Effect
	a lawful successor with notice where permitted.
Subcontracting	A Party remains responsible for approved contractors and must impose appropriate confidentiality, security and data duties.
Severability	An invalid provision is adjusted or severed to the minimum extent; the remaining provisions continue.
No waiver	Delay or failure to enforce a right is not a permanent waiver.
Counterparts	The MOU may be signed in counterparts and by lawful electronic means, consistently with Ghana's Electronic Transactions Act, 2008 (Act 772).
Third-party rights	No person other than the Parties has a right to enforce the MOU unless expressly stated.

24. Signature and Approval

Authority confirmation Each signatory confirms that the legal identity of the Party is correctly stated, required institutional approvals have been obtained, and the signatory is authorised to execute the selected form of MOU.

For ResearchBridge Africa	For [Full Legal Name of Institution]
Name: Alexander Amoah, PhD	Name: [Authorised Signatory]
Title: Project Lead / [Legal Capacity]	Title: [Position]
Signature: _____	Signature: _____
Date: _____	Date: _____
Witness (if required): _____	Witness (if required): _____

Schedule 1 - Institutional Pilot Profile and Work Plan

Field	Agreed pilot detail
Institution	[Full legal name]
Pilot purpose	[Concise purpose]
Cohort	[Number, programme, level, department and selection method]
Start / end dates	[Dates]
Platform functions	[Selected modules and exclusions]
Institutional roles	[Leads, administrators, lecturers, reviewers and support contacts]
Orientation	[Content, owner, dates and completion requirement]
Milestones	[Onboarding, topic, learning, support, submission, review and evaluation milestones]
Meeting cycle	[Weekly / monthly / milestone-based]
Exit plan	[User notice, access, data, active work and evaluation]

Pilot Milestones

No.	Milestone	Owner	Due	Evidence
1	[Milestone]	[Owner]	[Date]	[Evidence / status]
2	[Milestone]	[Owner]	[Date]	[Evidence / status]
3	[Milestone]	[Owner]	[Date]	[Evidence / status]
4	[Milestone]	[Owner]	[Date]	[Evidence / status]

Schedule 2 - Monitoring and Evaluation Matrix

Area	Indicator	Baseline	Target	Source	Cycle	Owner
Onboarding	[Indicator]	[Baseline]	[Target]	[Source]	[Frequency]	[Owner]
Topic development	[Indicator]	[Baseline]	[Target]	[Source]	[Frequency]	[Owner]
Learning	[Indicator]	[Baseline]	[Target]	[Source]	[Frequency]	[Owner]
Mentorship/ support	[Indicator]	[Baseline]	[Target]	[Source]	[Frequency]	[Owner]
Submission/ review	[Indicator]	[Baseline]	[Target]	[Source]	[Frequency]	[Owner]
Publication/ visibility	[Indicator]	[Baseline]	[Target]	[Source]	[Frequency]	[Owner]
Quality/ safeguarding	[Indicator]	[Baseline]	[Target]	[Source]	[Frequency]	[Owner]

Reporting limitations, de-identification rules and interpretation notes:

Schedule 3 - Data-sharing and Access Matrix

Data	Purpose	Source	Legal role	Access	Retention	Transfer
Identity / contact	[Purpose]	[Source]	[Controller/processor role]	[Access]	[Retention]	[Transfer]
Affiliation / role	[Purpose]	[Source]	[Role]	[Access]	[Retention]	[Transfer]
Learning activity	[Purpose]	[Source]	[Role]	[Access]	[Retention]	[Transfer]
Submission metadata	[Purpose]	[Source]	[Role]	[Access]	[Retention]	[Transfer]
Manuscript / files	[Purpose]	[Source]	[Role]	[Access]	[Retention]	[Transfer]
Review records	[Purpose]	[Source]	[Role]	[Access]	[Retention]	[Transfer]
Payments	[Purpose]	[Source]	[Role]	[Access]	[Retention]	[Transfer]
Institutional reports	[Purpose]	[Source]	[Role]	[Access]	[Retention]	[Transfer]

- Lawful basis / notice route: [complete]
- Special or sensitive data anticipated: [yes/no and safeguards]
- Approved systems and locations: [complete]
- Subprocessors / third parties: [complete]
- Breach contacts and escalation: [complete]
- Data return, deletion and audit evidence: [complete]

Schedule 4 - Financial Arrangements

Item	Agreed term
Default position	☐ Each Party bears own costs ☐ Financial arrangement below applies
Membership / subscription	[Amount, payer, period, taxes and invoice route]
Funded cohort places	[Number, eligibility, amount and approval]
Support services	[Quotation, authorisation, payment, refund and balance rules]
Lecturer / reviewer recognition	[Voluntary, certificate, honorarium or paid terms]
Revenue / cost sharing	[If any; basis, exclusions, statements and audit]
Travel / events	[Approval and reimbursement]
Payment route	[Approved account or gateway; no personal diversion]
Financial contacts	[Names, titles and official details]

Schedule 5 - Authorised Contacts and Approvals

Role	Party	Name / title	Contact	Approval scope
Partnership Lead	ResearchBridge Africa	[Name/title]	[Email/phone]	[Authority]
Partnership Lead	Institution	[Name/title]	[Email/phone]	[Authority]
Operational Focal Person	ResearchBridge Africa	[Name/title]	[Email/phone]	[Authority]
Operational Focal Person	Institution	[Name/title]	[Email/phone]	[Authority]
Data / Security Contact	ResearchBridge Africa	[Name/title]	[Email/phone]	[Authority]
Data / Security Contact	Institution	[Name/title]	[Email/phone]	[Authority]
Finance Contact	ResearchBridge Africa	[Name/title]	[Email/phone]	[Authority]
Finance Contact	Institution	[Name/title]	[Email/phone]	[Authority]

Legal Reference Note

Non-exhaustive Ghana references Data Protection Act, 2012 (Act 843); Copyright Act, 2005 (Act 690), as amended; Electronic Transactions Act, 2008 (Act 772), as amended; Alternative Dispute Resolution Act, 2010 (Act 798). A solicitor should confirm all current and institution-specific legal requirements before signature.