SMSTC Scottish Mathematical
Sciences Training Centre

Call for applications for knowledge exchange and public engagement projects (January 2019)

Remit

The scheme provides small grants for current PhD students at SMSTC partner institutions, to support industrial internships, public engagement activities (including placements with experienced public engagement providers), and transferable skills training. Such activities will contribute to the transfer of high-level research expertise and the increased employability of our graduate students. Support could provide extensions to studentships (up to 2 months), travel/relocation costs, and costs associated with training. The scheme aims to support at least two projects, with a total cost of up to £8000, per year.

Possible examples of such activities include short placements with a company or public-sector organisation in an area related to the student's research; formal media or public-engagement training; or substantial involvement with a public-engagement or outreach project. However, this list is not exhaustive and we welcome innovative ideas.

Application Procedure and Notes

Applications should be made on the form, which should be submitted by email to Dr Fraser Daly (f.daly@hw.ac.uk) and copied to Dr David Pritchard (david.pritchard@strath.ac.uk). Please send your application, including the Case for Support, as a single document in PDF format.

The first closing date for applications is 30 March 2019. We expect to invite further applications at least once per year until 2021. Applicants should expect an acknowledgment within a week of receipt. Applications will normally be decided within six weeks of the closing date, but at least two months should be allowed whenever possible.

Applicants must at the closing date be registered as research students in one of the SMSTC member departments. Applications must be endorsed by a member of academic staff in the applicant's department whose contract extends at least six months beyond the end of the proposed activity. This member of staff takes financial responsibility for the grant.

Applicants should provide details of any other financial support, or applications for support, for instance from their parent departments or other grant-giving bodies. The seeking of matched funds is encouraged but not essential. Explain why adequate support is not available from well-established sources such as the Research Councils. Importance is placed on supporting kinds of activity for which such funding is unavailable or difficult to obtain.

A self-contained case for support should be provided. It should not exceed three sides of typescript and should include:

- A financial breakdown with costings and explanations of how the money is to be used.
- An explicit explanation of how the proposed activity relates to the scheme remit.

Awards should normally be claimed within three months of the end of the event being supported. The normal claim procedure for recipients is expected to be the following.

- Awardee's institution pays expenses up front as per the usual institutional procedures.
- After all spending is complete, awardee sends a report on the activity to the SMSTC Director, and their institution sends an invoice for the amount spent. If the total amount spent is less than that originally claimed for, only the amount spent should be invoiced.
- The report must include a brief, but complete, financial statement.
- Once a satisfactory report is received, SMSTC will arrange payment to the institution.
- Awards will only be paid to the applicant's institution.

An applicant may apply for multiple awards in one year, but the total amount applied for must not exceed £4000. If an applicant applies several times for different activities then we may ask them to prioritise.

Highest priority will be given to first-time applicants, while lower priority will be given to repeat applications.

First-time applicants and others who need advice are encouraged to discuss their application with Dr Daly before submission.

Awards may not be used to pay institutional overheads or staff salaries.

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Application Form

Name of applicant:
Postal address:
Telephone:
E-mail address:
Project title and brief description :
Date of activity requiring support:

Total sum requested:
Other financial contributions :

Case for Support (on separate pages)

I have read the Application Procedure and Notes.

Signed:

Date:

I confirm that have read the Application Procedure and Notes and that I endorse this application.

Name of member of staff:
E-mail address:

Signed:

Date: