

PGR Development Scheme - Policy

July 2013

The aim of the PGR Development Scheme is to support and strengthen BU's PGR culture and student experience by providing selective support to enhance individual PGR's research and developmental activities. The Scheme will provide **up to £1k per application** and it is envisaged that up to 30 awards will be made between the two rounds. However, the Graduate School reserves the right to award more or less than 30 awards depending on the number, quality and value of applications.

The fund is available for use by any BU registered Postgraduate Researcher irrespective mode of study (full-time / part-time) or funding status (BU studentships / VC PhD Scholarships / externally funded / self funded).

The Scheme is sponsored by the PVC (Research, Enterprise and Internationalisation) and managed by the Graduate School (GS). Appeals on decisions should be made to the Head of the Graduate School.

PGRs will normally receive one award per academic year, although more than one award may be made in exceptional circumstances. If a PGR makes an unsuccessful application they are permitted to apply again in the same academic year provided that the application is for a different activity from the unsuccessful application.

Applications will be considered at two points during the Academic Year. The deadline for submission of completed applications for 2013/2014 will be:

- **First round - 17:00 hrs on Monday 30th September 2013**
- **Second round - 17:00 hrs on Monday 31st March 2014**

Applications must be made on the appropriate application form and submitted electronically via email to Graduate School Funding (email: gsfunding@bournemouth.ac.uk). Applications received by the Graduate School after the first closing date will not be considered and will be put forward for consideration in the next round (closing date: 31st March 2014).

Applicants should state clearly and concisely:

- The nature of the proposed activity and how the activity will be of importance to their project.
- A detailed breakdown of costs

Examples of research activities that will be funded include:

- Conferences (to present – either poster or oral and you **must** provide evidence that you have submitted either a poster or oral abstract for consideration)

- Research development e.g. attending external training events specific to research activity
- Personal development e.g. attending external personal development training events
- Organisation of an academic conference at BU with external participants;
- Attendance at external networking events leading to advance of the research
- Meetings or networking events linking to publications or dissemination of research

Awards made will cover only direct costs (travel; subsistence; training or development costs) and all applications will need to include a detailed breakdown of costs. Applications for retrospective funding will not be considered.

The Graduate School is keen to assist as many PGRs as possible and due to the competition for funding, will favour applications that can demonstrate good **'value for money'**.

The application must be authorised by your Supervisory Team and the relevant School Deputy Dean (Research and Enterprise) / equivalent prior to submission.

Payments will be made in accordance with current BU financial regulations. Payments for successful awards will be journalled to the relevant School and the School will be responsible for administering the expenditure. **All expenditure must be committed in the current academic year; it will not be possible to carry funding forward into the next academic year.**

Applicants will be informed of the decision by the Graduate School, normally within two weeks of the deadline.

Within 8 weeks of the end of the award, successful applicants will be required to submit a feedback report form (using the form available from the BU Research Blog) to the Graduate School. The report must include the final expenditure against the original budget. The end of award report will be made available to the Graduate School to help determine future rounds of the Scheme. **Failure to provide a report will debar award holders from applying for future grants.**

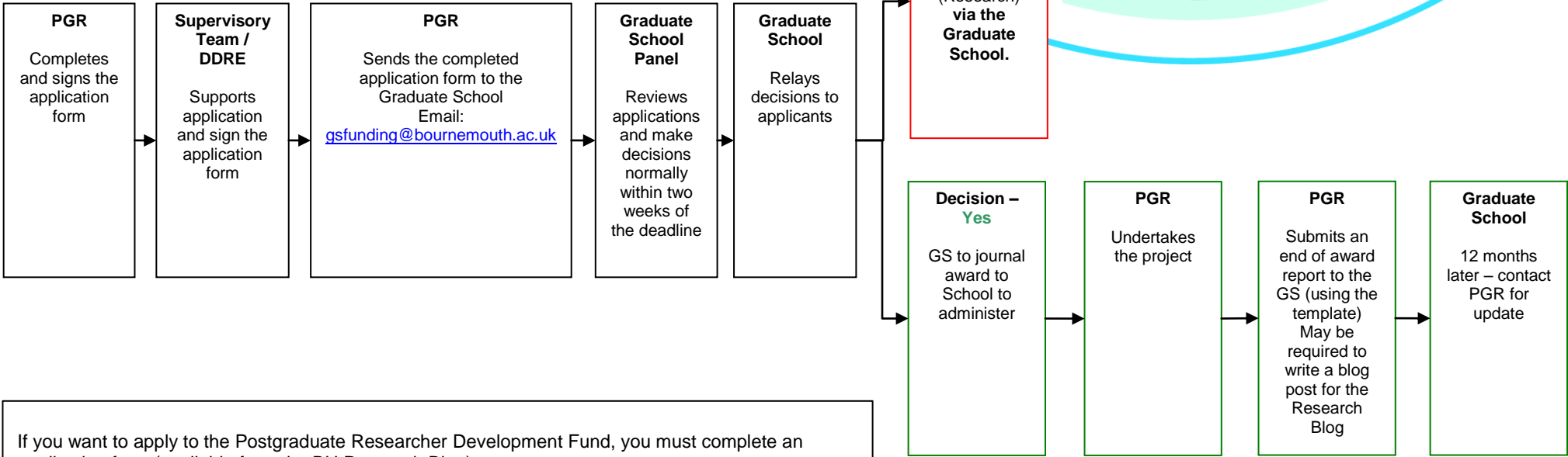
All of the forms and further information on the scheme are available from the BU Research Blog.

The process map is shown below:



The Graduate School PG Researcher Development Scheme 2013/14

The Graduate School



If you want to apply to the Postgraduate Researcher Development Fund, you must complete an application form (available from the BU Research Blog).

Current Deadline:

- 30 September 2013

Applications received by the Graduate School after the closing date will not be considered and will be put forward to the next round (deadline 31 March 2014).