

Leverhulme Doctoral Scholarships 2017 Terms and Conditions

Budget

The total grant available is £1,050,000 funding 15 Scholarships (five in each of the three years commencing autumn 2018). Each Scholarship covers maintenance costs (at Research Council levels), tuition fees, and research and training expenses for the doctoral student over three years.

Doctoral students

Each doctoral student should be known as a “Leverhulme Trust Doctoral Scholar” for the duration of their studies. Scholars must be registered as full-time PhD students unless the Trust gives explicit permission for this to be varied. Scholars will be subject to the usual terms and conditions applying to doctoral students within the institution where they are registered. Scholars may not receive funds which would duplicate those provided by the Leverhulme award, but they may apply for or receive additional funding for their research or training costs.

Selection and administration of Leverhulme Doctoral Scholars

It is the responsibility of the grant-holding institution to administer the scheme (including to select high-quality Scholarship recipients) and to ensure appropriate academic supervision for each Scholar. While the Scholarships may be awarded to students of all nationalities, the Trust has a particular interest in supporting UK or EU students and the Trust will only pay the cost of fees at UK/EU rates.

Payments

Before payment can be made, the institution and Principal Applicant must have formally accepted the grant. The first payment will be made once the Director of Finance has received the names of the first five Leverhulme Scholars, the name of their primary supervisor and host department, and the indicative title of their doctoral thesis. Payments for subsequent years will be made when an annual progress report has been received and approved. See (6) below for what is required. Any unspent funds at the end of a grant revert to the Trust.

Acknowledging the Trust and logos

We ask all grant holders to acknowledge the Trust's support in any publicity, promotional materials or publications associated with research funded by the Trust. Please ensure that you read the detailed guidance on acknowledging the Trust's support and use of the Leverhulme Trust logo at www.leverhulme.ac.uk/grant-holders/logo

Reports

The following reports are required. Please note, that the Principal Applicant as named on the application form should gather the required information for all students and provide one comprehensive report as follows:

- Annual Progress Report no later than two months after the end of the grant year. This should contain:
 - a. a summary of expenditure on the previous year, including how any funds used for the research and training element of each Scholar has been used. This should be on headed paper countersigned by a finance officer of the institution and emailed to grants@leverhulme.ac.uk
 - b. a progress report of up to 2,000 words. This should provide a brief summary of the individual progress of the Leverhulme Doctoral Scholars funded in the past year, including details of any outputs, e.g. publications. When an individual student has completed the three years of the Scholarship, the report should indicate progress on the thesis and (likely or actual) submission and/or examination dates. Any significant changes in a student's circumstances/progress should be reported.
 - c. where appropriate, the names of the five Leverhulme Scholars commencing that academic year, the name of their primary supervisor and host department, and the indicative title of their doctoral thesis.

- Final Report no later than three months after the award comes to an end. This should contain:
 - a. a final statement of expenditure formally approved by a finance officer of the institution, showing the total amount spent for each of the 15 Doctoral Scholars and the grand total spent over the whole grant period. This should be on headed paper countersigned by a finance officer of the institution and emailed to grants@leverhulme.ac.uk
 - b. a report of approximately 3,000 to 4,000 words in total. This should include (for each Scholar) confirmation of the award date of the PhD, brief details of main outputs, and details of future career plans.
 - c. a statement (in no more than 500 words) explaining what the 15 studentships have contributed to the chosen area of research and the University as a whole. Details of any financial or other support/resources provided by the University during the grant should also be given. Information on how the University intends to sustain the legacy of the Leverhulme Scholarships should also be provided.