

Postgraduate Researcher (PGR) COVID-19 Expense Support Fund (2023)

In response to the pandemic, a fund was created thanks to over a million pounds in generous donations from alumni, staff, students and friends of the University. Manchester Doctoral College was successful in securing £200,000 from the fund.

Half of this funding has now been allocated to help cover unexpected research programme-related expenses PGRs may have personally incurred due to the COVID-19 pandemic.

Please note that PGRs who have fallen into long term financial hardship for any reason should refer to the [Living Cost Support Fund](#).

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Am I eligible to apply for the COVID Expense Support Fund?

All PGRs who have *personally* incurred unexpected research programme-related costs due to the COVID-19 pandemic are eligible to apply. You cannot claim for any expenses that were charged to a Research Training Support Grant (RTSG) or were covered by other internal sources.

What costs can I claim for?

Support cannot be provided for tuition fees, but applications will be accepted for personally incurred COVID-19-related costs limited to:

- Essential equipment for required home working during the University closure.¹
- Additional Visa costs due to COVID-19-related extension to programme.
- Travel costs due to Government recall / return home in 2020.
- Research training that wasn't available internally but was essential to re-scoping a project.
- COVID testing costs due to travel for University sanctioned research / return to Manchester.

Please note that we can only cover personal costs. We are unable to cover costs associated with PGR dependants / family. We are also unable to cover costs related to any increase in utility bills.

How much can I claim for?

Individual awards will be capped at a maximum of £500. Applications will be accepted on a first-come first-served basis.

¹ Any purchases related to equipment for home working made after the 1st Sep 2021 must be accompanied by a supporting statement from a supervisor or school/department administrator to confirm that you did/do not have access to a suitable study space on campus at the time of the purchase.

Multiple applications are permitted but the total awards over an academic year will be capped at £500.

What evidence is required?

Alongside the details required in the application form you will need to provide evidence/proof of the expenses being claimed for. We will accept receipts / email confirmations / travel tickets and/or credit card and bank statements that detail the expense. And please be as thorough as possible in your supporting statement.

Can I apply retrospectively?

Yes, applications can be made for any eligible COVID-19-related expense that has been personally incurred since March 2020.

How do I make a claim?

PGR claimants will need to fully complete the [claim form](#) and submit it (alongside the required evidence) to mdc@manchester.ac.uk using the subject heading 'PGR COVID Expense Claim.'

When will I know if my application has been successful?

It should never take longer than 10 working days to receive a decision. Applicants will be contacted by email.

Help and contacts

If you have any questions regarding making an application, or about an application already submitted, please contact mdc@manchester.ac.uk and one of the team will be able to advise you.