

Guidelines for Research Impact Scholarships Application Form

For Faculty:

- A key faculty contact will be in place for each Faculty and will deal with all recruitment and candidate enquiries. DDAR will refer all students to the appropriate contact.
- Recruitment deadlines will be set through Postgraduate research group.
- DDAR will coordinate completed nomination forms and will send a letter to the student confirming the award. Thereafter, they will receive a welcome letter from DDAR and invitation to a welcome reception.
- The signature of the Faculty Assoc Dean is required on applications in order for them to be processed. This is to ensure members of the Your Manchester Fund Steering Group are involved in recruitment process and receives feedback from within the faculty.
- It is at the faculties' discretion as to decide the 'make up' of the award. Please refer to either your Faculty Steering Group representative or PhD research group representative.
- Awards will be paid from DDAR account GA00605 (1701) unless alternative arrangements have been agreed with DDAR in advance.
- Faculties will complete SSC maintenance & fee payment paperwork for students – sending a copy to DDAR for their records. This should be completed each year.
- DDAR will circulate Steering Group minutes to faculty recruitment contacts which will include confirmation of the availability and value of future faculty award funding for Research Impact Scholarships.
- Should a scholar choose to leave the University it is the responsibility of the Faculty to inform SSC and DDAR in order that payments cease. The reallocation of any remaining funding is dependent on each individual case and a discussion with DDAR.

For Students:

- Upon the award being agreed the scholars will receive a confirmation letter from DDAR and an invitation to a welcome reception which is held during the autumn term.
- Scholars are required to keep DDAR informed of any change of contact details in order that requirements dependent on the award allocation are met each year.
- Scholars will be required to submit one written piece of feedback each year and one photograph. The continuation of any awards is dependent on receipt of this.
- Scholars will also have the option of getting involved in other DDAR activities which may include speaking at or attending alumni events, and may include meeting with donors.
- Applicants must be a graduate of the University of Manchester.
- There is a cut off period of 4 years for applicants applying for the awards since graduating from Manchester.
- Students are required to submit copies of all publications.