

Small Project & Mobility Grants- Frequently Asked Questions

- **I would like to apply for a grant as part of a group, do we all need to submit separate applications?**

One joint application can be submitted on behalf of a group. Please ensure the other applicants' student or staff numbers are included on the form. Up to £1000 per applicant could be potentially awarded (i.e. £4000 for an application for four people).

- **Can I apply for funding for a project taking place in any country?**

For applications in relation to **student funding**, yes (subject to risk assessments). Awards for **staff** funding are limited to projects taking place within the following countries; Argentina, Belgium, Brazil, Chile, China, Colombia, Germany, Ghana, Hong Kong, Macau, Mexico, Poland, Portugal, Puerto Rico, Russia, Singapore, South Korea, Spain, UK, UAE, Uruguay and USA.

- **I am applying as a staff member on behalf of students. Will the award be limited to countries covered by the staff mobility funds?**

No. As the application is concerning a student project, there are no limits regarding eligible countries (subject to risk assessments).

- **I am applying as a staff member on behalf of a student project. The student/s who will participate in the project have not yet been identified, am I eligible to apply?**

Yes. If the application is successful, the funding will be ring-fenced. Once the students participating in the project have been selected, they will be required to complete a Grant Acceptance Form to accept the award applied for on their behalf. However, please note that students are only eligible for one Small Project & Mobility Grant per academic year.

- **Do I need to choose which funds my application will be considered for?**

No. When your application is submitted it will be considered for all the funds it could be potentially eligible for.

- **Can I appeal the outcome of my application?**

No, the decision of the awarding committee is final. Applicants have no right of appeal.

- **If my application is successful, how long will it take for me to receive the money?**

You will be informed if your application is successful after the Awards Panel have convened Wednesday 28th November 2018. Successful applicants will be sent a Grant Acceptance Form in their confirmation email, which includes a request for your bank details. Once the completed Grant Acceptance Form is returned, the payment can take **up to** 10 working days to reach your account.

- **I am a non-academic member of staff, am I eligible to apply?**

Yes.

- **How do I know if the project is a required part of my course?**

If the grant will be used to help you complete a placement, research or study which will contribute towards the completion of a module (or modules) within your course then you should answer yes to this question.

- **Can I submit more than one application?**

You can submit different applications for multiple projects. However, please be aware that applicants are only eligible for one grant per academic year. As a result only one of your applications could be successful.

- **My project starts before the Awards Panel convene on Wednesday 28th November 2018, can I apply?**

No, funding will not be awarded retrospectively under any circumstances.

- **I have been successful with a Small Project & Mobility Grant in the past, am I eligible to apply again?**

Yes, students and staff member are eligible for one Small Project & Mobility Grant per academic year.

- **Is there a time limit on when the project must take place?**

For students, the project must take place within 12 months of an award being confirmed or before your graduation date, whichever comes first. For staff, the project must take place within 12 months of an award being confirmed or (if applicable) before the agreed end date of your fixed term contract, whichever comes first.
