



**QUEEN'S
UNIVERSITY
BELFAST**

Queen's Collaborative Studentship Applications Guidance Document



Background

Queen's has an excellent track-record of collaborating with private industry, public sector organisations, and the third sector to successfully deliver impactful, user-informed research. To support the development of these collaborations, The University will **again commit a number of studentships (funded via Department for the Economy and EPSRC) commencing in October 2024** for projects across the Institution that will involve significant work with a non-academic partner.

The projects **require** engagement with a non-academic **collaborating partner**. The collaborating partner should be **jointly involved in devising the research programme**. Additionally, each project requires:

- The student to receive workplace supervision by a named person from the collaborating partner (NB: this workplace supervisor will not be a formal academic supervisor);
- The student to spend at least three months with the collaborating partner who should pay any associated travel, accommodation or subsistence costs; and
- The collaborating partner to demonstrate their commitment to the project through a matched cash or in-kind contribution. **NB: For-profit partners must contribute direct funding (cash contribution) to the project of at least £27k over the course of the project.**

Partnerships with private sector industry, government departments/agencies, NGO's, charities and voluntary sector organisations that meet the above criteria will all be considered. This opportunity is open to **both UK and non-UK** collaborating partners organisations. For non-UK collaborating partners, supervisors should discuss and agree how the student placement aspect of the Collaborative studentship will be met.

PIs and their partner organisations **may apply for more than one, but no more than four**, Collaborative Studentships, **potentially funding linked projects / studentship 'cohorts'** that can feed into a wider research programme. Where a collaborating partner organisation has agreed to sponsor a cohort of Studentships, each project, along with supervisor(s), should be detailed separately in Section 3 of the application form below. Please note that we normally ask that an individual PI can only be Primary Supervisor for one Collaborative Studentship.' In these cases, the judging panel reserves the right to offer a lower number of Studentships than applied for, depending on quality of projects and strategic fit to Queen's research priorities.

Clarification on any aspect of the eligibility of a partnership should be sought from the appropriate Business Alliance team member below.

Duration and funding

The studentships will have the normal conditions for Department for the Economy awards. DfE studentships are for 3 years. EPSRC DTP studentships within QUB provide funding for 3.5 years. Studentships include a Research, Training and Support Grant.

Applicant Eligibility

Any member of academic staff that is eligible to be principal supervisor for a PhD studentship may apply. Multidisciplinary applications are welcome. For the 2024 competition, the panel would particularly welcome applications that involve cross-Faculty co-supervision and where relevant projects that align

with the themes of the Belfast Region City Deal projects. In line with Queen's commitment to Equality, Diversity, and Inclusivity in research, the panel also welcomes applications from researchers in the early stages of their academic career, and from researchers who are under-represented in their area of work.

Student Eligibility

Student eligibility criteria for DfE-funded studentships can be accessed [here](#).

Student eligibility criteria for EPSRC DTP studentships can be accessed [here](#).

In each case, a full award of stipend and fees is available to EU/UK citizens that satisfy a requirement of **three years' residency in the UK prior to the commencement of the studentship**.

Commencement

All studentships are expected to start by **October 2024**. A successful award not commenced by December 2024 will be re-allocated.

Further Funding

Successful investigators will be expected to pursue further collaborative opportunities where appropriate with the collaborating body to maximise the benefit of the award.

Allocation Process

The current call will be used to allocate studentships across the University, with assessment overseen by a senior academic judging panel with cross-Faculty representation. EPSRC-relevant applications will be allocated to EPSRC studentships in the first instance, until these places are filled, and then will compete for the DfE funded positions. Applicants should apply using the MS Form Link that can be found [here](#) and within the following timeline. Applicants should be aware that this will be a highly competitive process and bids will be judged solely on the information supplied within the submitted MS form.

Competition Opens	03 August 2023
Competition Closes	10 November 2023
Decision to Applicants	15 December 2023

Please use this form for guidance and preparation (if required), this form IS NOT ACCEPTED VIA EMAIL. Please apply using the MS Forms Link that has been provided in the hyper link above..

Applications will be **reviewed and ranked by the assessment panel using the following criteria:**

- Quality of the proposed project;
- Benefits to the student experience;
- Alignment with institutional (Queen's) and funder research priorities;
- Potential for studentship to enhance the relationship with the partner;
- Potential for impact on the partner's business / organisation.

Depending on level response to this call, we may make a further call for collaborative studentships in January 2024, in order to be responsive to developing collaboration opportunities.

Evidence of Partner Commitment

Letters of support confirming the commitment from prospective partners are mandatory, and should be submitted along with the application.

Discussions with prospective partners should set appropriate expectations with respect to partner contribution to project costs, the ownership of any foreground Intellectual Property Rights (retained by the University) and reserved rights for publication and academic activity.

Letters of support should indicate:

- The relevance of the research to the partner, and their commitment to the project;
- Their commitment to both the financial contribution (actual or in kind) and the additional costs of hosting the student during periods of placement;
- Where possible, an estimation of the value of the in-kind contribution the partner is making;
- Their acceptance that the project will require a collaboration agreement, covering intellectual property rights and publications, which will be provided by Queen's.

Collaboration Agreement

A collaboration agreement is not required at the application stage but **will be required for successful projects, and should be completed by 31st March 2024**. Queen's has developed a template collaborative studentship agreement that is in line with funder guidelines on ownership of any foreground Intellectual Property Rights (IPR) and reserved rights for publication and academic activity. To avoid delay in commencing the project, it is expected that this template will be used for the awarded studentships, and negotiation of the terms will only happen in exceptional circumstances. Information on the template is available from the Business Alliance Team.

Where the collaborating partner has not signed a collaboration agreement by 31st March 2024, the studentship may be withdrawn.

Business Alliance Support

The Business Alliance Team is available to facilitate discussions with prospective partners, securing partner commitment and to assist in agreeing an appropriate collaboration agreement. For assistance in any aspect of this competition please contact (via email or MS Teams):

Agri-food and Nutrition	Dr Ann McMahon	E: ann.mcmahon@qub.ac.uk
AHSS	Mr Kevin Fearon	E: k.fearon@qub.ac.uk
EPS	Dr Alistair Quinn	E: aguinn@qub.ac.uk
Medicine and Health	Dr Maeve Murphy	E: maeve.murphy@qub.ac.uk
Head of Business Alliance	Dr Dermot Leonard	E: dermot.leonard@qub.ac.uk

2024 Collaborative Studentship Application Form

Section 1: Project Title

Please provide a brief, descriptive, title(s) for your project(s):

Section 2: Principal Investigator Details:

Name: _____ **School:** _____

E-mail: _____ **Phone:** _____

For a cohort with multiple PIs, list details here:

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Section 3: Project Description

Please describe the objectives of the project(s) and how it aligns with your research and any relevant institutional priorities. Where your application involves a cohort approach, please deal with each project in turn (limit of 500 words per project):

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Section 4: Project Partner

Organisation name:

Contact name:

Contact e-mail:

Contact phone:

Relationship with Partner Organisation

Please detail the nature and extent of the relationship with the Project Partner including the following pertinent details:

- the Partners key area of work,
- the Stage of development the partnership is at; newly established, functioning and active, long standing etc.,
- how the Partnership was established,
- **any potential conflicts of interest such as monetary or personal interests, and**
- **mitigation plans to limit any perceived conflicts of interest.**(limit of 300 words):

Benefits to the Partnership from the Project(s)

Please outline how the Project(s) will enhance the existing partnership including;

- **benefits to the partner organisation**
- **how the relationship will be enhanced**
- **if further collaboration with the Partner will be generated**
- **steps you will take to further develop the partnership at the end of the project timeframe**
- (limit of 300 words)

2024 Collaborative Studentship Application Form

Section 5: Student training and experience

Please describe how the student(s) will benefit from an enhanced and integrated training experience. What facilities, training and expertise will be made available over and above the academic setting alone? (Limit of 200 words):

Please apply to this scheme using the MS Forms Link provided [here](#). This form is provided for preparation purposes only. If you do have any questions or queries, please do not hesitate to contact us at the email below:

EMAIL: businessalliance@qub.ac.uk

Deadline: Midnight 11th November 2023