



HOMERTON COLLEGE

POSTGRADUATE RESEARCH AND TRAINING GRANTS

WHAT IS A RESEARCH GRANT? WHAT EXPENSES CAN I APPLY FOR?

The Research and Training Grant helps Homerton College postgraduate students (including clinical medical and veterinary students) with expenses associated with their research and study.

Funds may be sought **in advance** for expenses such as:

- travel to conferences, research sites, libraries and archives
- registration fees for conferences
- accommodation costs while working away from College or at a residential conference or research- or training-related placement
- clinical medics and vets may claim for textbooks (no need to go via Library) and stethoscopes
- exceptional expenses associated with your research

Funds are **not** normally awarded for:

- purchase of laptops and software
- normal meals/sustenance (except for clinical medics, who may claim for hospital placement expenses)
- interview participants
- books (please contact the Library to enquire about accessing books or online articles/resources)

AM I ELIGIBLE? IF SO, HOW MUCH CAN I APPLY FOR?

Course	Eligible?	Maximum amount awarded
Full-time Masters' (e.g. MPhil, MAST)	Yes	£175
Part-time Masters' (e.g. MEd, MSt)	Yes	£175 for a one-year course or apportioned equally over the duration of the course for those over one year
Full-time PhD	Yes	£400 for each of the first 3 years, or £1200 in total <i>4th-year + students may exceptionally be considered for a single extra award if they have not already received the maximum amount of funding. No funding request will be considered for students who have submitted their thesis or the claim for expenses is in relation to post submission of their thesis</i>
Part-time PhD/EdD/MD	Yes	£240 for each of the first 5 years or £1200 in total <i>6th-year + students may exceptionally be considered for a single extra award if they have not already received the maximum amount of funding. No funding request will be considered for students who have submitted their thesis or the claim for expenses is in relation to post submission of their thesis</i>
Clinical medic or vet	Yes	£400 for each of the 3 years, or £1200 in total (Yrs 4, 5 & 6)

HOW DO I APPLY? WHEN CAN I APPLY?

- Students can apply by completing an electronic application form and returning it via email to the **Tutorial Office Grants Account** (grants@homerton.cam.ac.uk). If you have any queries about how to fill in the application form, please consult the **Finance Tutor, Dhiru Karia** (dk211@cam.ac.uk).
- Closing dates for applications in 2024-25 are:
 - **Monday 11 November 2024**
 - **Monday 27 January 2025**
 - **Monday 10 March 2025**
 - **Monday 9 June 2025**
- Application forms should be completed with the full costs of anticipated expenditure and how it is proposed to be funded, including the College's requested contribution. If you have confirmed external funding please attach documentary proof. Generally applications are made in advance of the expenditure being incurred: the only exception to this is during the summer vacation (July-September) when a retrospective claim may be made for the October deadline.

Please note the following:

- Unless you are a clinical medic or vet, claims for less than £50 do not qualify for a Research and Training Grant.
- If you are a clinical medic or vet you are entitled to claim £400 per annum in the 4th, 5th, and 6th year of your studies for course-related expenses. It is most likely that you will incur extra costs when you take electives in the 5th year. As such you may 'roll over' your 4th year allocation and claim up to £800 in your 5th year to cover the extra expenditure.
- Please give a breakdown of any Research and Training Grants received to date. For students who are here for more than one year, it may be worth 'saving' your grants for an international conference (or similar) in your final year – you may '**roll over**' unclaimed amounts up to the maximum for your specific degree.
- Students are expected to apply for all other appropriate sources of funding for which they are eligible, including supervisors' and departmental monies, **before** submitting this application. Some sponsors, e.g. Gates, DTPs, may have funds for these expenses to be claimed separately.
- Students are expected to search for the **most economical arrangements** available, and to seek out student fares, registration rates, etc.
- Only under very exceptional circumstances will the Committee consider an advance over the annual allocation for students on 3(+) year courses.
- Applications to attend conferences, or for other activities, which will take place after thesis submission are not eligible for consideration.
- You are requested to apply to just one appropriate College fund for financial support. Please **do not** make applications to multiple College funds.
- **Applications that are not fully completed, including a supervisor's or DoS's statement and signature, will be returned to the student.**

Applications will be considered by the Research Grants Committee as soon as possible after each closing date. If your application is successful, the Finance Tutor will write to you with details of how to make a claim (enclosing receipts of expenditure) to the Finance Office. The Finance Office will hold back £50 until the [Research and Training Grant Report Form](#) of completed activities is submitted online. Please also ensure that you have no outstanding balance on your account with the College as no payments can be made until your account is clear. Please also note that funding is limited to the annual budgetary allocation for the year, and awards are intended to benefit those who cannot otherwise obtain funding.