**General Guidance for Santander Applications:**

* **Research & Mobility Scholarship**

**Eligibility**

1. Applicants: OU postgraduate research student (full/part time) based either at the OU or at an Affiliated Research Centre (ARC). This includes EdD students. Associate Lecturers are not eligible to apply.
2. Late bids: Retrospective applications are not eligible. Urgent applications can be considered by prior consent.
3. Conference: If applying for funding to attend a conference the application must demonstrate a clear link between the OU and other Santander University(s) in terms of research collaboration or participation in the development of a research network. Attending a conference (whether hosted by a Santander University or not) is not an eligible cost unless either 1) presenting a paper or poster produced in collaboration with a partner Santander University, 2) to pursue (and evidence) greater collaboration.
4. Spend: Applicants are expected to carry out the activity within the timeframe indicated on their application and are required to spend the funds within the same financial year in which the funding was awarded (31 July). To maximize the benefit to OU researchers, we request that costs associated with collaborators in the Santander University scheme are covered by their own Santander funds.

**Limitations**

1. Scope:

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|  | Research & Mobility Scholarship |
| Purpose (not exhaustive) | -Visit to another Santander University(s)-Undertaking fieldwork abroad | -Research collaboration with another University(s)-Conference attendance to present to/engage with collaborators |
|  | NOT anticipated to be used:* As a top up to external research grants or planned activity within a PhD – these should already be fully costed and approved within Faculty budgets. Preference is given to discrete identifiable activity rather than used as a top up. Top-ups to research students to subsidize living expenses whilst writing up thesis are discouraged.
* A fund of first resort without checking whether the proposal would be relevant to external funding
* Use to meet ancillary costs to research e.g. an application solely to fund the writing up on an output and covering the publication costs.
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| Eligible Costs | Travel & subsistence | Direct costs (research materials costs, conference registration) |

**How proposals are assessed**

1. Applications are accepted throughout the year and reviewed regularly. Funding is split proportionately between Faculties and Affiliated Research Centres and the funding position is reviewed quarterly. Speak to Rob Wilson on 52681 to check if your faculty has funding remaining or if project timescales are tight.

**Assessment** **Criteria**

Applications will be assessed on the following criteria:

1. Network: A clear link to an institution within the [Santander Universities Network](http://www.santander.com/csgs/Satellite?appID=santander.wc.CFWCSancomQP01&c=GSInformacion&canal=CSCORP&cid=1278679137354&empr=CFWCSancomQP01&leng=en_GB&pagename=CFWCSancomQP01%2FGSInformacion%2FCFQP01_GSInformacionDetalleSimple_PT08). Richness of the collaboration in terms of exchange and interaction (as compared to a transactional relationship).
2. Quality: of the research activity proposed. Interdisciplinary research proposals are encouraged and treated equally.
3. Confidence of delivery: The feasibility of completing the activity within the timeframe.
4. Value for money: Evidence of the ‘reach’ of the funding (in terms of beneficiaries from the award) are encouraged. Leveraging of other external funding.
5. Legacy: How the collaboration will contribute to the OU research environment (e.g. potential for collaborative publications or credible follow-on collaborations, including future collaborations on external research grants)
6. *Preference will be given to applicants who demonstrate evidence that their involvement in the proposed research activity would constitute widening participation* *(according to The Open University Access and Participation Plan 19/20). Target groups include:*
	1. *Students from low socio-economic backgrounds*
	2. *Black African and black Caribbean students*
	3. *Disabled students*
	4. *Carers, care leavers or care experienced leavers*
	5. *Students with low previous educational qualifications (LPEQs)*

**Following a successful application**

1. Budgets: RES will arrange transfer to a School/Faculty budget code. Administration of the funding will be managed through your School or Faculty. Questions regarding the budget should be directed to your School administration team in the first instance.
2. Slippage: If circumstances beyond your control mean that a significant portion of the award is not able to be spent within the agreed timeframe or for the specified activities, you will need to contact RES-Student-Programmes@open.ac.uk as soon as possible to discuss next steps. We aim to accommodate slippage where possible.
3. Social Media & communications: Santander is keen to promote via its social media presence its support to your research. This requires you to consider capturing a few pictures or short (20sec) video on location for public use using your mobile phone (on a voluntary basis). A guidance note will be provided when an award is made. The Comms department may also be interested in forming a case study from the award to showcase the research and arising benefits/beneficiaries.

–End-