

SGSSS Collaborative Agreement Guidance 2024/25

This document is for supervisors of ESRC-funded collaborative awards and provides guidance on establishing agreements with partner organisations (aka collaborative partners) related to financial contributions for studentships costs.

A signed Collaborative Agreement with the partner organisation is a condition of funding and a copy of this agreement should be provided to SGSSS by 5pm on **11 March 2025**. Upon successfully recruiting the candidate, SGSSS will issue the award letter to the student with the signed copy of this agreement for their signature by no later than **29 August 2025.**

## Funding Arrangements

SGSSS Funding

SGSSS-DTP funding is limited to the standard ESRC studentship package: fees, maintenance stipend, Research Training Support Grant (RTSG), cohort development and overseas fieldwork allowance. Additional funding requirements, including further travel, subsistence, and accommodation in connection with visits to the collaborating partner, will *not* be funded by the SGSSS-DTP.

The SGSSS funding model means that all studentships awarded will be co-funded by the host institution, usually to the value of one third. The exception to the one third HEI contribution is where the award is for a collaborative studentship with a financial contribution from the non-academic partner. For these awards, the contribution from the host institution is reduced as follows:

* 10% contribution from the non-academic partner: 25% contribution from host HEI and 65% from SGSSS
* 25% contribution from the non-academic partner: 25% contribution from host HEI and 50% from SGSSS
* 33% contribution from the non-academic partner: 17% contribution from host HEI and 50% from SGSSS
* 50% contribution from the non-academic partner: 0% contribution from host HEI and 50% from SGSSS

Please see [here](https://social.sgsss.ac.uk/files/documents/sgsss-current-funding-arrangements.pdf) for full guidance on the different types of SGSSS funding arrangements available for each studentship competition/studentship type.

Cross-Institutional Supervision

We support cross-institutional supervision where the arrangements are in the best interests of students. In these cases, the lead institution will be regarded as the host institution. The expectation is that the host institution will be responsible for covering the HEI contribution of the relevant funding split. The second institution will not be responsible for any proportion of the contribution. Further, the fees due will be transferred to the host institution with no expectation of a proportion of the fees going to the second institution.

Exceptions will be made where the cross-institutional supervision partnership is with one of our four HEIs[[1]](#footnote-2) that currently do not hold studentships. For these studentships, 33.0% of fees income will go to the second institution as part of the SGSSS reconciliation process (with the remaining 67.0% going to the host institution).

## Studentship Costs

To support the conversations that supervisors have with non-academic partners regarding the costs of a studentship, please see below for further information about the approximate full costs. Please note however, partner organisations are agreeing to pay a percentage of costs rather than a fixed amount and therefore the below is for illustrative purposes only.

**Estimates for 1+3.5 award:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Full award** | **2024/25\*** | **2025/26\*** | **2026/27\*** | **2027/28\*** | **2028/29\*** |
| Stipend | £19,237 | £19,795 | £20,369 | £20,960 | £10,784 |
| Fees | £4,786 | £4,887 | £4,989 | £5,094 | £2,601 |
| OFW | £450 | £450 | £450 | £450 | £225 |
| RTSG | £940 | £940 | £940 | £940 | £470 |
| Cohort Development | £3,330 | £0 | £0 | £0 | £0 |
| **Totals** | £28,743 | £26,072 | £26,748 | £27,444 | £14,080 |

\*Assumed figures at a 2.9% increase for stipends and 2.1% for fees, year on year. Please note, the percentage increases are decided by UKRI annually who consider UK inflation rates (taking into account the UK Government’s annual [GDP deflator index](https://www.gov.uk/government/collections/gdp-deflators-at-market-prices-and-money-gdp)) and market conditions. Due to the current economic situation in the UK, we suspect that the annual percentage increases are likely to vary from those assumed above.

**Estimates for 3.5 award:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Full award** | **2024/25\*** | **2025/26\*** | **2026/27\*** | **2027/28\*** |
| Stipend | £19,237 | £19,795 | £20,369 | £10,480 |
| Fees | £4,786 | £4,887 | £4,989 | £2,547 |
| OFW | £450 | £450 | £450 | £225 |
| RTSG | £940 | £940 | £940 | £470 |
| Cohort Development | £3,330 | £0 | £0 | £0 |
| **Totals** | £28,743 | £26,072 | £26,748 | £13,722 |

\*Assumed figures at a 2.9% increase for stipends and 2.1% for fees, year on year. Please note, the percentage increases are decided by UKRI annually who consider UK inflation rates (taking into account the UK Government’s annual [GDP deflator index](https://www.gov.uk/government/collections/gdp-deflators-at-market-prices-and-money-gdp)) and market conditions. Due to the current economic situation in the UK, we suspect that the annual percentage increases are likely to vary from those assumed above.

In-Kind Contributions

To ensure that the student has appropriate supervision and support, and to meet the ESRC’s requirements, the SGSSS expects collaborative studentships to have a financial contribution from the non-academic partner, however we recognize that in the current economic climate, there might be critical projects where the partner is not able to contribute.

Where in-kind contributions have been agreed with partner organisations, we will require information about the cash value equivalent of in-kind support. As such the supervisor will need to make it clear within the Collaborative Agreement what type of in-kind support is being provided and how this can be quantified.

If a partner organisation is permitted to provide an in-kind contribution rather than a financial contribution, the HEI is therefore responsible for one third of the studentship costs as per the standard co-funding arrangement:

SGSSS: 67.0%; HEI: 33.0%; Collaborative Partner: 0.0%

## Administration of Partner Organisation Contributions

It is the responsibility of the HEI to agree the funding arrangements with the partner organisation and to arrange for the funding to be paid to the HEI directly – SGSSS will only ever pay an HEI the SGSSS percentage of cost(s) for a studentship. As part of this a Collaborative Agreement is required.

A Collaborative Agreement is an agreement between the HEI and the partner organisation and should cover the funding arrangements for the lifetime of the studentship. SGSSS have devised a SGSSS Collaborative Agreement template (see template named ***ESRC Collaborative Studentship Agreement*** below) for HEIs and partner organisations to use. **Please note, the SGSSS Collaborative Agreement template must be used as standard.**

A signed Collaborative Agreement with the partner organisation is a condition of funding and a copy of this agreement should be provided to SGSSS by 5pm on **11 March 2025**. Upon successfully recruiting the candidate, SGSSS will issue the award letter to the student with the signed copy of this agreement for their signature by no later than **29 August 2025.**

The below template indicates the maximum anticipated partner contribution based on a 1+3.5 studentship award (subject to inflation). It may be that the successful student’s award is shorter than this in length (ie. +3.5 rather than 1+3.5) and that, therefore, the overall partner contribution is less than this. However the anticipated partner contribution should not exceed the below.

 

University logo

ESRC Collaborative Studentship Agreement

**This agreement dated** <*dd/mm/yy* > is made between**:**

(1) <University Name> and details (i.e. charity registration and address); and

1. < **Partner Organisation**>, whose registered office is at < \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ > (registration number <insert >) (the “Partner”); and

**WHEREAS**

(A) The Parties wish to enter into this Agreement in order to record their collaboration on a post-graduate studentship under the terms and conditions from time to time of the Economic and Social Research Council (ESRC) (available at this link: [ ]) which will be jointly administered by the Scottish Graduate School of Social Science and the University.

(B) The Parties acknowledge that the terms of this Agreement are to govern the funding and conduct of a studentship, to enable the Student (as defined below)to carry out a research project and submit a related thesis for examination in accordance with the University’s regulations governing post-graduate study in fulfilment of the requirements of a higher degree of the University. The Parties further acknowledge that the research is intended to lead to academic publications relating to the results of the studentship in furtherance of the Student’s career.

(C) The Parties further acknowledge that in the course of the studentship the Parties may be exposed to proprietary and commercially valuable information or materials of the Partner Organisation and/or the University. Each party recognises the importance of holding in confidence such information or materials.

1. **DEFINITIONS**
	1. In this Agreement the following expressions shall have the following meanings:
		1. “Partner Organisation” is interchangeable with “Collaborative Partner”.
		2. “Academic Supervisor” means <*Supervisor Name>* or his or her successor, appointed under Clause 9.2.
		3. “Affiliate” means any Partner Organisation which directly or indirectly through one or more intermediaries controls, is controlled by or is under common control with the Partner Organisation.
		4. “Arising Intellectual Property” means any inventions, designs, information, know-how, specifications, formulae, data, processes, methods, techniques, and other technology obtained or developed in the course of the Project and the Intellectual Property Rights therein.
		5. “Background Intellectual Property” means any inventions, designs, information, know-how, specifications, formulae, data, processes, methods, techniques, and other technology, other than Arising Intellectual Property, used in, or disclosed in connection with the performance of, the Project and the Intellectual Property Rights therein.
		6. “Materials” means any material provided by the Partner Organisation for use within the Project.
		7. “Partner Organisation Supervisor” means *<Partner Organisation Supervisor>* or his or her successor, as appointed from time to time by the Partner Organisation.

“Intellectual Property Right” means any patent, registered design, copyright, database right, design right, trade mark, application to register any of the aforementioned rights, trade secret, right in unpatented know-how, right of confidence and any other intellectual or industrial property right of any nature whatsoever in any part of the world.

* + 1. “Student” means [insert student name], currently a [PhD student at the University].
		2. Studentship costs refer to the standard ESRC studentship package: fees, maintenance stipend, Research Training Support Grant (RTSG), cohort development and overseas fieldwork allowance as well as costs associated with extensions and/or paid absence as per **TGC 6** and **TGC 8** within the [UKRI Training Grant Terms and Conditions](https://www.ukri.org/wp-content/uploads/2022/04/UKRI-050422-TrainingGrantTermsConditions-Apr2022.pdf).
1. **THE PROJECT**
	1. The “Project” shall be the programme of work entitled “*Project title*” which is undertaken by the Student and is described in the First Schedule to this Agreement; and any modifications, deletions or expansions approved in writing by all parties in accordance with the provisions of clause 7.2.
	2. The Project is anticipated to run for a maximum 4.5 years (the “Projected Project Period”) and will have an expected start date of <start date>. The Partner Organisation confirms that it understands that the Projected Project Period may be longer than [4.5 years] due to unanticipated factors including but not limited to maternity leave, sickness absence (the “Project Period”) and that by entering into this Agreement it is committing to participate in the entirety of the Project Period.
	3. The Project will be conducted mainly at the University, under the supervision of the Academic Supervisor, and partly in the offices of the Partner Organisation, under the supervision of the Partner Organisation Supervisor.
	4. The University will use its reasonable endeavours to provide adequate facilities; to obtain any requisite materials, equipment and personnel; and to carry out the Project diligently within the scope allowed by the funding provided by the Partner Organisation pursuant to Clause 3. Although the University will use its reasonable endeavours to perform the research described in the First Schedule, the University does not undertake that the work carried out under or pursuant to this Agreement will lead to any particular result, nor is the success of such work guaranteed.
	5. The Partner Organisation will allow the Student to attend its establishments. The periods of such attendance will be scheduled by mutual agreement. The Student shall be expected to comply with all works rules and safety and other regulations communicated to him/her by the Partner Organisation and which the Partner Organisation may reasonably prescribe during those periods. For the avoidance of doubt, the Student will not be an employee of the Partner Organisation during such periods and the Partner Organisation will not require the Student to sign any contract of employment or other such legally binding agreement. However, the Partner Organisation may require the Student to sign a confidentiality agreement which does not conflict with the terms of this Agreement.
	6. The University (primarily through the Academic Supervisor)shall keep the Partner Organisation informed of the progress of the Project as requested. The Partner Organisation may require that the Student provides them with a copy of any thesis prepared by the Student on the Project (the “Thesis”).
2. **FUNDING BY THE PARTNER ORGANISATION**
	1. The Partner Organisation agrees to make payments to the University as set out in the Second Schedule to this Agreement and in line with [UKRI Training Grant Terms and Conditions](https://www.ukri.org/wp-content/uploads/2022/04/UKRI-050422-TrainingGrantTermsConditions-Apr2022.pdf).
	2. Studentship costs include costs associated to extensions and paid absence for sick leave, maternity, paternity, adoption and parental leave (please see **TGC 6** and **TGC 8** within the[UKRI Training Grant Terms and Conditions](https://www.ukri.org/wp-content/uploads/2022/04/UKRI-050422-TrainingGrantTermsConditions-Apr2022.pdf) for further details). The partner organisation will only be expected to contribute the percentage detailed within the Second Schedule to this Agreement.
	3. Where the cross-institutional supervision partnership is with one of the four non-DTP SGSSS universities (Abertay University, University of Highlands & Islands, Robert Gordon University, University of the West of Scotland), 67.0% of fees income paid by SGSSS will go to the host university while 33.0% of fees income will go to the second university (paid during the SGSSS reconciliation process).
	4. Except as otherwise provided by agreement in writing, as between the Partner Organisation and the University the full and unencumbered title to all equipment purchased or constructed using funds provided by the Partner Organisation shall vest in the University. The University shall acknowledge the financial contribution by the Partner Organisation towards any such equipment in such reasonable way as may be mutually agreed between the Partner Organisation and the University.
3. **INTELLECTUAL PROPERTY**
	1. All Background Intellectual Property belonging to one Party is and shall remain the exclusive property of the Party owning it (or, where applicable, the third party from whom its right to use the Background Intellectual Property has derived).
	2. Each Party grants the other Parties a royalty-free, non-transferable, non-exclusive, licence to use its Background Intellectual Property for the sole purpose of the performance of the Project.
	3. Arising Intellectual Property shall vest and be owned as follows:
		1. To the extent that the Arising Intellectual Property is generated or developed by the Partner Organisation alone, then it shall vest in and be owned absolutely by the Partner Organisation;
		2. To the extent that the Arising Intellectual Property is generated or developed by the Partner Organisation jointly with the University and the Student, then it shall vest in and be owned jointly by the Partner Organisation, the University and the Student;
		3. To the extent that the Arising Intellectual Property is generated or developed by the University and the Student, without the Partner Organisation’s intellectual contribution, then it shall vest in and be owned jointly by the University and the Student.
		4. To the extent that the Arising Intellectual Property is generated or developed by the Student alone, then it shall vest in and be owned absolutely by the Student.
	4. The University and the Student hereby grants to the Partner Organisation and its Affiliates, a royalty-free, irrevocable, non-transferable, non-exclusive, right and licence to use its Arising Intellectual Property for the sole purpose of internal research and development.
	5. The Partner Organisation hereby grants to the University and the Student a royalty-free irrevocable, non-transferable, non-exclusive licence to use its Arising Intellectual Property for their own non-commercial activities such as teaching and scientific or clinical research.
4. **CONFIDENTIALITY**
	1. The Parties each undertake to use reasonable endeavours to keep confidential and not to disclose to any third party (other than an Affiliate) or to use themselves other than for the purposes of the Project or as permitted under Clauses 4, 6 and 7 of this Agreement any confidential or secret information in any form directly or indirectly belonging or relating to the other, its Affiliates, its or their business or affairs, disclosed by one and received by another pursuant to or in the course of the Project, including without limitation any Background Intellectual Property or Arising Intellectual Property of the other or any jointly owned Arising Intellectual Property (“Confidential Information”).
	2. Each of the Parties undertakes to use reasonable endeavours to disclose Confidential Information of the other only to those of its officers, employees, students, agents and contractors, (and those of its Affiliates) to whom and to the extent to which, such disclosure is necessary for the purposes contemplated under this Agreement and to ensure that all such personnel are bound by terms of confidentiality equivalent to those contained herein.
	3. The obligations contained in this Clause 5 shall survive the expiry or termination of this Agreement for any reason but shall not apply to any Confidential Information which:
		1. is publicly known at the time of disclosure to the receiving Party;
		2. after disclosure becomes publicly known otherwise than through a breach of this Agreement by the receiving Party, its officers, employees, agents or contractors;
		3. can be shown by reasonable proof by the receiving Party to have reached its hands otherwise than by being communicated by the other Party including being known to it prior to disclosure, or having been developed by or for it wholly independently of the other Party or having been obtained from a third party without any restriction on disclosure on such third party of which the recipient is aware, having made due enquiry;
		4. is required by law, regulation or order of a competent authority (including any regulatory or governmental body or securities exchange) to be disclosed by the receiving Party, provided that, where practicable, the disclosing Party is given reasonable advance notice of the intended disclosure and provided that the relaxation of the obligations of confidentiality shall only last for as long as necessary to comply with the relevant law, regulation or order and shall apply solely for the purposes of such compliance; or
		5. is approved for release, in writing, by an authorised representative of the disclosing Party.
5. **PUBLICATIONS**
	1. The Project will form part of the actual carrying out of a primary charitable purpose of the University; that is, the advancement of education through teaching and research.
	2. In accordance with normal academic practice, all employees, students, agents or appointees of the University (including the Student and any others who work on the Project) shall be permitted, following the procedures laid down in Clause 6.3, to publish Arising Intellectual Property or discuss Arising Intellectual Property in internal seminars, and to give instructions within the University on questions related to such work.
	3. All proposed publications (including, but not limited to, academic publications, patent applications and non-confidential presentations), shall be submitted in writing to the other of the Partner Organisation and the University for review at least thirty (30) days before submission for publication or before presentation, as the case may be. The reviewing Party may require the deletion from the publication of any Background Intellectual Property of the reviewing Party, or an amendment to the publication through which commercially sensitive Background Intellectual Property is disguised to the satisfaction of the reviewing Party. The reviewing Party may also request the delay of the publication if in the reviewing Party’s opinion the delay is necessary in order to seek patent or similar protection to Arising Intellectual Property owned by the reviewing Party. Any delay imposed on publication shall not last longer than is reasonably necessary for the reviewing Party to obtain the required protection; and shall not exceed six (6) months from the date of receipt of the proposed publication by the reviewing Party. Notification of the requirement for delay in publication must be received by the publishing Party within thirty (30) days after receipt of the proposed publication by the reviewing Party, failing which the publishing Party shall be free to assume that the reviewing Party has no objection to the proposed publication.
	4. Each Party agrees that any publication in an academic journal shall give due acknowledgement to the financial and/or intellectual contribution of the others in accordance with standard scientific practice.
	5. Clause 6 does not apply to the submission of the Thesis, which is governed by Clause 7.
6. **THESIS**
	1. This Agreement shall not prevent or hinder the Student from submitting for degrees of the University Theses based on results generated within the scope of the Project, as outlined in the First Schedule to this Agreement, as amended from time to time in accordance with clause 7.2; or from following the University’s procedures for examination and for admission to postgraduate degree status (such procedures to include provisions to place the thesis on restricted access within the University’s library).
	2. During the Project Period, the Academic Supervisor, the Partner Organisation Supervisor and the Student shall identify at the progress meetings any Background Intellectual Property of the Partner Organisation which the Student may wish to incorporate into the Project. The Partner Organisation shall decide whether or not to allow the identified Background Intellectual Property to be used in the Project. If this decision gives rise to a requirement to amend the description of the Project, as outlined in the First Schedule, such amendment shall be mutually agreed in principle between the Academic Supervisor, the Partner Organisation Supervisor and the Student and forwarded to the contracting authorities of the University and the Partner Organisation for authorisation.
	3. The University shall request that the Student follows the University’s regulations for the submission of the Thesis or Theses for examination. The Student shall be expected to submit a draft Thesis to the Academic Supervisor and Partner Organisation Supervisor at least thirty (30) days prior to the date for submission for examination.
	4. The Student may not, without the Partner Organisation’s express written consent, include in any Thesis any Background Intellectual Property or Arising Intellectual Property belonging solely to the Partner Organisation, which is not directly related to the Project, as outlined in the First Schedule, as amended.
7. **MATERIALS**
	1. During the term of this Agreement it may be necessary for the Partner Organisation to provide the University with various proprietary Materials for which the following terms will apply:
	2. Materials will be provided solely for use in the Project. The University undertakes that any Materials provided will be used only by the Academic Supervisor, the Student and such persons under the direct supervision of the Academic Supervisor as are required to perform the Project. The Materials will not be provided to any other researcher or institution (public or private) without prior written permission from the Partner Organisation.
	3. Materials are experimental in nature and will be provided without warranties of any kind expressed or implied. The Partner Organisation, its employees and its Affiliates accept no liability for damages which might arise in connection with their use, storage or disposal by the University. Furthermore, the Partner Organisation makes no representation that the use of the Materials provided by it will not infringe any patent, copyright, trademark or other proprietary rights.
8. **TERMINATION**
	1. This Agreement may be terminated by either the Partner Organisation or the University for any breach of the obligations set out in this Agreement, by giving ninety (90) days’ written notice to the other Parties of its intention to terminate. The notice shall include a detailed statement describing the nature of the breach. If the breach is capable of being remedied and is remedied within the ninety-day notice period, then the termination shall not take effect. If the breach is of a nature such that it can be fully remedied but not within the ninety-day notice period, then termination shall also not be effected if the Party involved begins to remedy the breach within that period, and then continues diligently to remedy the breach until it is remedied fully. If the breach is incapable of remedy, then the termination shall take effect at the end of the ninety-day notice period in any event. Except in the case of termination due to a breach by the Student involving gross negligence, wilful misconduct or withdrawal from the Project, the Partner Organisation will continue to pay the University the Student’s stipend fees in accordance with the payment schedule in the Second Schedule.
	2. The University agrees to notify the Partner Organisation promptly if at any time the Academic Supervisor is unable or unwilling to continue the supervision of the Project. Within sixty (60) days after such incapacity or expression of unwillingness the University shall nominate a successor to the Academic Supervisor. The Partner Organisation will not decline unreasonably to accept the nominated successor. However, if the successor is not acceptable to the Partner Organisation on reasonable grounds, then the Partner Organisation may terminate this Agreement by giving ninety (90) days’ written notice to the University. Nevertheless, the Partner Organisation will continue to reimburse the Student in accordance with the payment schedule in the Second Schedule.
	3. Except as set out in this clause the Partner Organisation may not terminate this Agreement before the expiry of the Project Period.
	4. If the Partner Organisation decides to terminate the Agreement or seeks to withdraw funding arrangements, to ensure that the financial support to the student remains consistent, funding will default to the standard SGSSS funding arrangement of 33.0% funded by the University and 67.0% funded by SGSSS, for all studentship costs.
	5. Clauses 4 to 8 inclusive, and 10, shall survive termination, for whatever reason, of this Agreement.
9. **DATA PROTECTION**
	1. The Partner Organisation shall, at its own expense, ensure that it complies with and assists the University to comply with the requirements of all legislation and regulatory requirements in force from time to time relating to the use of personal data, including, without limitation, (i) the General Data Protection Regulation ((EU) 2016/679) (GDPR) and any national implementing laws, regulations and secondary legislation, for so long as the GDPR is effective in the UK, and (ii) any successor legislation to the Data Protection Act 2018 and the GDPR, in particular, any legislation enacted following the UK leaving the EU.
10. **GOVERNING LAW**

This Agreement shall be governed by the laws of Scotland and any dispute arising from this agreement shall be subject to the exclusive jurisdiction of the Scottish courts.

**IN WITNESS WHEREOF** this Agreement has been signed by the duly authorised representatives of the Partner Organisation and the University

**For and on behalf of The Partner Organisation**

Signature:

Name:

Title:

Role:

Date:

 **For and on behalf of the <University Name>**

Signature

Name:

Title:

Role:

Date:

**STUDENT ACKNOWLEDGEMENT**

I, the Student referred to in the above Agreement, acknowledge that I have read the terms and conditions of the above Agreement between the University and the Partner Organisation and that I have been given the opportunity to discuss fully my studentship arrangements with my Academic Supervisor including including in respect of intellectual property, confidentiality, and supervisor/thesis arrangements with the Academic Supervisor.

Signature

Date:

**First Schedule (Project)**

**PROJECT TITLE: “***insert***”**

**Description of the Project <insert project desciption>**

**Second Schedule (Funding)**

**Studentship funding agreement between the <Partner Organisation> and the <University Name>**

**Agreed Funding Split: SGSSS: 00.0%; HEI: 00.0%; Collaborative Partner: 00.0%**

**Estimated Core Studentship Costs**

The current ESRC stipend and fee rates can be viewed on the UKRI website [here](https://esrc.ukri.org/skills-and-careers/doctoral-training/prospective-students/what-is-an-esrc-studentship-worth/). The annual rates are increased assuming a 2.9% stipend increase and 2.1% fee increase. Please note, the percentage increases are decided by UKRI annually who consider UK inflation rates (taking into account the UK Government’s annual [GDP deflator index](https://www.gov.uk/government/collections/gdp-deflators-at-market-prices-and-money-gdp)) and market conditions. Due to the current economic situation in the UK, we suspect that the annual percentage increases are likely to vary from those assumed above.

Please amend the below table in line with a maximum studentship award length (1+3.5) and calculate the relevant costs for the SGSSS, the HEI and the Collaborative Partner based on the agreed funding split percentage.

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Year** | **Stipend** | **Fees** | **RTSG** | **OFW/OIV/ DLT** | **Cohort Develop.** | **Total** |  | **SGSSS** | **HEI** | **Collab Partner** | **Total** |
|   |   |   |   |   |   |   |   |   | **x%** | **x%** | **x%** | **100%** |
| **1** | 2024/25 | £19,237 | £4,786 | £940 | £450 | £3,330 |  |   | TBC | TBC | TBC | £28,743 |
| **2** | 2025/26 | £19,795 | £4,887 | £940 | £450 | - |  |   | TBC | TBC | TBC | £26,072 |
| **3** | 2026/27 | £20,369 | £4,989 | £940 | £450 | - |  |   | TBC | TBC | TBC | £26,748 |
| **4** | 2027/28 | £20,960 | £5,094 | £940 | £450 | - |  |   | TBC | TBC | TBC | £27,444 |
| **5** | 2028/29 | £10,784 | £2,601 | £470 | £225 |  |  |  | TBC | TBC | TBC | £14,080 |
|  | **Total** | **£91,145** | **£22,357** | **£4,230** | **£2,025** | **£3,330** | **£123,087** |   | **TBC** | **TBC** | **TBC** | **£123,087** |

**The Partner Organisation’s assumed core cost over the maximum lifetime of the studentship: £TBC (if applicable)**

The core projected studentship costing excludes any additional awards for an Overseas Institutional Visit (OIV) or stipend payments during periods of extension, maternity/parental/adoption leave etc. which may arise during the studentship. The SGSSS, the HEI and the Partner Organisation will be responsible for covering these potential additional costs at the percentage rate agreed (see clause 3.2 for further details). Overseas Fieldwork and Difficult Language Training must have been outlined in the original proposal, or at the end of the first year of the 1+3.5 award.

**Further Projected Studentship Costs (in excess of above core studentship costs)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Add/Delete lines as required** | **SGSSS** | **<University Name>** | **Partner Organisation** |
| **Contributions In Cash** |  |  |  |
| Travel/accommodation/subsistence expenses  | N/A |  |  |
| Equipment | N/A |  |  |
| Other (please add any additional items) | N/A |  |  |
|  |  |  |  |
| **Contributions In Kind** |  |  |  |
| Office space | N/A | N/A |  |
| Equipment | N/A | N/A |  |
| Training & supervision | N/A | N/A |  |
| Other (please add any additional items) |  |  |  |

**The Partner Organisation’s assumed in-kind cost over the lifetime of the studentship: £TBC (if applicable)**

**Note(s)**

* The University will initially cover all studentship costs. The University will then be reimbursed at a rate of x% by the SGSSS through the annual reconciliation process. A fixed percentage of x% of annual studentship costwill be paid annually by the Partner Organisation on receipt of an invoice from the University after the academic year end on 30 September unless agreed otherwise.
1. Abertay University; Robert Gordon University; University of the Highlands and Islands; University of the West of Scotland. [↑](#footnote-ref-2)