

# UWE Bristol Partnership PhD Guidance Document

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## Introduction

The Partnership PhD programme is an initiative which helps to fund projects worth £75,000 or more over three years. It is for organisations looking to collaborate with UWE Bristol researchers, recruit a PhD student and access UWE Bristol's research facilities. It is a joint application process between the organisation and the academic staff at UWE Bristol.

The **funding is for projects that are suitable for PhD study and that will help lead to deeper university-external organisation collaboration** and is sourced from funds awarded to UWE Bristol from the UK's Research Excellence Funding.

UWE Bristol recognises that academic staff have strong networks with external organisations and to continue the success of the Partnership PhD programme we are continuing to make further support available to encourage further applications from all faculties.

## Eligibility criteria

Each application will be reviewed on its own merits and a diverse range of applications is being sought. The programme is set up to support partnerships with any non-Higher Education Institution (HEI) organisation and is available to academic staff across all faculties.

**Please contact a member of the Graduate School in the Research Business and Innovation Team (RBI) who will advise on a project's suitability and support any application. For an introduction, email [graduateschool@uwe.ac.uk](mailto:graduateschool@uwe.ac.uk).**

- Partnership PhDs **must align with one of UWE Bristol's Research Beacons**. We will prioritise applications that clearly link to a UWE Bristol Research Centre or Research Group.
- You must have sought and received support from a Senior Manager and provide confirmation on the application form that they have been consulted on the proposed activity. If successful, the project must be on PIMS and contracts need to be signed before it can be advertised.
- The business/organisation must be non-HEI and demonstrate a commitment to the project and the proposed workplan (an electronic signature would be accepted).
- UWE Bristol will fund a maximum of £2,500 p.a. project costs.
- RBI will provide a due diligence check and an assessment of the financial strength of the partner which must be used to justify the partner's contribution.
- UWE Bristol's PGR regulations on the format of the final PhD thesis allow for outputs that might be useful to partner organisations to be submitted as part of the final thesis - so it is possible that PGRs might produce a variety of outputs of direct utility to partners and incorporate them into 'the body of work' submitted for the PhD. See [PGR Reg. 13.10.1 and 13.12](#).
- The partner's funding can go towards the stipend or part thereof. We can call payments to the student the '[partners name] stipend' if this would be desirable. Partners' financial contributions will need to be paid to UWE Bristol so we can then pay a tax-free stipend to the PGR student.

- International applicants are eligible for funding but the Faculty will have to agree to, in effect, carry the difference between home and international fees

## Who can apply and what financial contribution will be requested?

All academic staff, which includes:

- Part time and full time staff
- All faculties and departments
- All campuses (includes Frenchay, Glenside and City Campuses)

The following businesses/organisations, will contribute:

- Large businesses/organisations - 75% minimum contribution
- SMEs – 50% minimum contribution
- Government agencies – 50% minimum contribution
- Third sector/charities – 25% minimum contribution

Academics and partners might also like to consider the role of doctoral loans in funding a studentship. If partners can contribute relatively limited amounts, it will be possible to advertise partnership PhD opportunities that offer part-funding suitable for a candidate prepared to take out a doctoral loan.

## Application and PhD student start dates

This is an ongoing call, applications can, therefore, be made all year round. The decision making panel will review applications **three times** a year, so it is advisable to be aware of these timescales when liaising with the organisation you hope to work with. Submitted applications will be processed for review on the follow dates each year:

Submission deadline	PhD student start date*
1 April	1 October
1 July	1 January
1 October	1 April

\*This start date is based on the assumption that all contracts are in place and any international student recruited has successfully organised their visa/ATAS certificate if necessary.

## Application process and assessment

There are four stages to the application process.

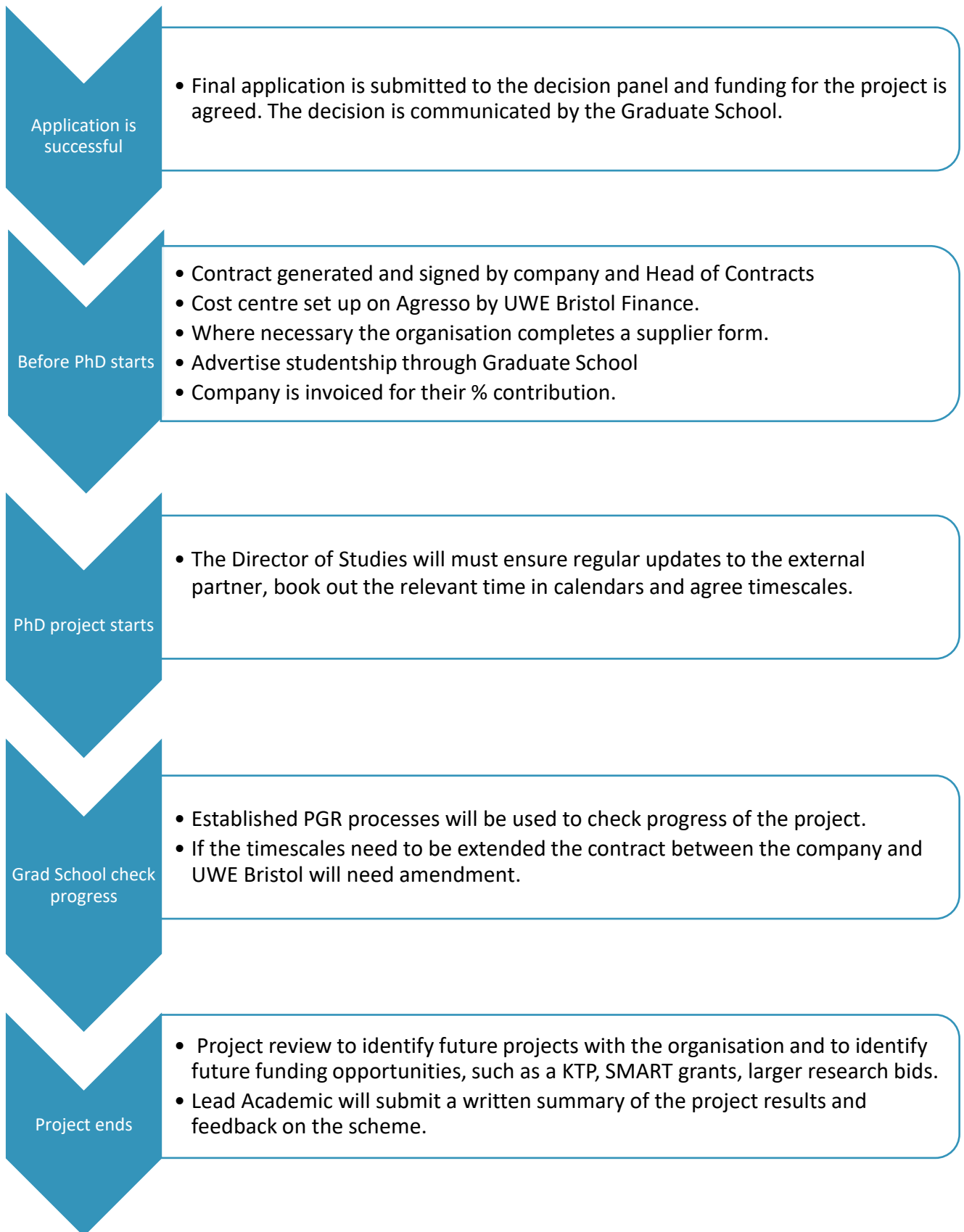
- **Stage 1:** Contact a member of the Partnership PhD team ([uwebusiness@uwe.ac.uk](mailto:uwebusiness@uwe.ac.uk)) who can organise advise on a project's suitability. If appropriate, this can include accompanying you in meeting with the partner organisation.
- **Stage 2:** Complete the [online application form](#). Please note the submission deadlines to help identify project timings.
- **Stage 3:** PIMS. Your PhD project will need to be set up on PIMS and you will need to complete the 'Specialist Support Checklist' for the project. Need support with PIMS? The Grant and Award Hub team ([res.admin@uwe.ac.uk](mailto:res.admin@uwe.ac.uk)) within RBI will be able to answer any questions you may have about the checklist and they will, in liaison with you, complete the FEC estimates for your project.
- **Stage 4:** A Review Panel, working on behalf of the Research and Knowledge Exchange (RKE) Committee, will assess the application and communicate their decision to the Graduate School, who will inform you of the outcome.

## Application assessment

The decision panel will assess your application based on how well it:

- demonstrates suitability for a PhD i.e. original contribution within a realistic time-frame
- identifies a research challenge of value to the external partner
- aligns with UWE Bristol Research Beacons
- leads to a deepening of the university-external partner relationship and follow on activities (e.g. KTP, Innovate UK, Smart Grants).

## Partnership PhD pathway



## Project monitoring and evaluation

All projects will be regularly monitored through established PGR processes at UWE Bristol. This is to ensure that the documentation supporting the project is up to date, the project is on track and that we are able to provide relevant support for the next steps in the collaboration with the organisation. On completion, we will also require a written summary of the project results/achievements and feedback on the Partnership PhD programme.

## Intellectual Property considerations

IP agreements for PhD candidates can be arranged through the UWE Bristol IP Manager in RBI (contact [Jim.Houlihan@uwe.ac.uk](mailto:Jim.Houlihan@uwe.ac.uk)). We would recommend that if significant IP is likely to arise from the research that IP discussions/agreements are organised from the start. The default practice will be to ask the PGR to assign their IP to UWE - if this is not, or might not be, a suitable position for the partner then please contact Jim Houlihan to clarify what IP arrangements might be necessary and when they need to be made.

## Confidentiality

We want to support you in developing your project and for you to feel secure in sharing them with us. We will share information disclosed in your application with the Faculty approver, Head of Department or Associate Head of Department, Finance, Contracts and the selection panel involved in the selection and reviewing process. The staff who read your application will only use the information you have provided for the purposes of this scheme. We are, however, keen to promote the scheme and the organisations that have made the most of it. With your consent, we will promote your Partnership PhD project as part of a wider promotion of UWE Bristol's business engagement. We will not promote the university-business collaboration without consent from you and the partner organisation.

## Administration and advice

Administration of the scheme will be provided by RBI, reporting to the Pro Vice-Chancellor (Research and Enterprise).

For advice, information and administration, please contact the programme team:

[graduateschool@uwe.ac.uk](mailto:graduateschool@uwe.ac.uk).