

# ALGAE-UK Undergraduate Summer Studentships: Guidelines

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**Please read this document before completing the application form**

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## Introduction

Algae-UK has funds available for summer studentships to fund undergraduate students who wish to gain experience in the field of microalgae research. Preference will be given to projects with industrial involvement, with secondments in a company laboratory encouraged. The student may not be in the final year of his/her undergraduate degree course.

The funding will support the living expenses of the student (£250 per week for up to 8 weeks) and a budget for consumables (maximum £500). If applicable, additional funding for projects located in London can be requested (£50 per week). Funding will be provided in arrears at **100% FEC**. Any additional costs associated with the project must be met by the organisation of the awardee.

The project must be suitable for a student to complete in the allotted time. Suitable facilities must be available for the project to be carried out and all necessary requirements of regulatory authorities must be in place before the work begins.

## Eligibility criteria

- The applicant must be a UK-based academic who meets the eligibility criteria in section 3 of the BBSRC Research Grants guide (<http://www.bbsrc.ac.uk/funding/apply/grants-guide.aspx>)
- The applicant must be the project supervisor
- The applicant and student must both be members of Algae-UK
- The project must be relevant to the objectives/remit of Algae-UK
- Awards are limited to one per applicant per academic year

## Application process

Applications should be submitted by **16:00hrs** on **30<sup>th</sup> April 2021**. The applicant should complete the Algae-UK Undergraduate Summer Studentship application form provided on the Algae-UK website, and send, with a 2-page CV of the student, as a single pdf file to [info@algae-uk.org.uk](mailto:info@algae-uk.org.uk).

Please note that *the funding is valid only for the student named on the application form*; the award may not be transferred to another student without prior notification to Algae-UK.

## Evaluation process

A funding evaluation panel comprised of three members of the Algae-UK Executive Group (EG) and/or Management Board (MB) will review applications. Any member of the evaluation panel who has a conflict of interest\* must recuse him/herself from the review process and an alternative panellist will be selected.

The application will be evaluated according to the following criteria:

- Scientific merit of the work to be carried out
- Suitability of the project as an undergraduate project (with regard to achieving outcomes in the time available)
- Relevance to Algae-UK objectives
- Suitability of the student for the research project

It is expected that applicants will be notified of the outcome of their application within four weeks of the deadline.

\* Examples of a conflict of interest include: employed by the same institution as the applicant(s); actively involved in research collaborations with the applicant(s); working closely with the applicant(s), for example as a co-author or PhD supervisor, or has worked closely in the last 4 years; holding a current position on the governing body of or an honorary position within the institution(s) of the applicant(s); in receipt of personal remuneration in excess of £5,000 per annum from the applicant's organisation; personal/family relationship with the applicant(s).

## Administration and reporting

Following the studentship, a short report describing the work carried out and the benefit to the student will be required within a month of the end of the studentship. The public project summary will be published either in part or in whole by Algae-UK or BBSRC.

## Payment of awards

Funds will be transferred **in arrears** from University College London to the institution of the applicant, upon receiving the following documentation:

- Report on research project
- Financial statement

Please note that payment terms between the student and the applicant institution will be the responsibility of those parties, not University College London.

## Data protection

Applications will be treated as confidential and used only for the purposes of reviewing to determine whether funding will be approved and for monitoring Algae-UK funds. Applications will be distributed to the evaluation panel only.

The following details of the award: the name of the awardee and organisation, project title and public project summary may be published by Algae-UK.

Since Algae-UK funding comes from BBSRC, in order to meet the Research Councils' obligations for public accountability and the dissemination of information, the above details of awards may also be made available on the Research Councils' web sites and other publicly available databases, and in reports, documents and mailing lists.

## Contact details

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