

## Mental Health Research UK Grant Terms and Conditions

**1. Award:** The award covers fees and stipend only and will be based on the Medical Research Council's minimum stipend and fees for UK students currently as follows:

2023/24 Stipend: Outside London - £18,662 and Inside London: £20,622

2023/2024 Fees: £4,712.

- I. Funding will cease at 4 years or on submission of the PhD thesis, whichever is earlier.
- II. We do not pay tuition fees the 4th year, which is regarded as a writing-up year. The grant will be the stipend and thesis fee only.
- III. In the event of early submission, a brief application to retain the student for the remainder of the period within the total cost envelope will be considered.
- IV. College fees will be considered, where advertised by the University, as additional to the tuition fee.
- V. Mental Health Research UK will consider a small grant towards Travel and Conference allowances, where the student is presenting, subject to prior approval, and submission of invoice/receipt. A report, in the form of a blog, from the student on their experience will be expected after the event.
- VI. We will consider applications for training courses for the Scholar that are directly relevant to their PhD eg statistics, subject to prior approval and submission of invoice/receipt.
- VII. No contribution will be made towards Departmental expenses.

**2. PhD students:** Each PhD student should be known as a "Mental Health Research UK PhD Scholar" for the duration of their studies. Scholars must be registered as full-time PhD students unless we give explicit permission for this to be varied. Scholars will be subject to the usual terms and conditions applying to PhD students within the University where they are registered. Scholars may not receive funds which would duplicate those provided by the Mental Health Research UK award, but they may apply for, or receive, additional funding elsewhere for their research or training costs.

**3. Selection and administration of Mental Health Research UK PhD Scholars:** It is the responsibility of the grant-holding University to administer the scheme (including selection of a high-quality Scholarship recipient) and to ensure appropriate academic supervision for each Scholar. Universities should undertake open, merit-based and transparent recruitment of students, selecting candidate(s) regardless of background or any protected characteristic as defined by the Equality Act (2010). This will be monitored by providing Mental Health Research UK information on students (including diversity monitoring data) and their training programmes, prior to appointment.

To enable MHRUK to monitor and participate in the recruitment process, Universities shall include a nominated representative from MHRUK in the shortlisting of all applicants and interviewing of shortlisted applicants.

While the Scholarships may be awarded to students of all nationalities, the Charity has a particular interest in supporting UK students and we will only pay the cost of fees at UK rates. If an international student is appointed, it is up to the University to make up the difference between the UK fees and the international fees.

Before payment can be made, the University and Principal Applicant must have formally accepted the grant. Mental Health Research UK requires the name of the Mental Health Research UK PhD Scholar, together with a suitable photograph and a short bio for publication on our website.

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**4. Payments:** Mental Health Research UK will only pay stipend and fees at UK rates. The grant will be paid in annual instalments. The University should send an invoice to [trustees@mhruk.org](mailto:trustees@mhruk.org), by December of the relevant academic year which includes the following:

- I. Mental Health Research UK registered address.
- II. The title of the grant award.
- III. The year being applied for.
- IV. The stipend and the fees, separately identified.
- V. The name of the student.

Payments after the first year, will be made when an annual progress report has been received and approved. See (6) below for what is required.

**5. Award acknowledgement and logos:** Any publicity, presentations and promotional materials or publications associated with research funded by us, should acknowledge that the work is 'Supported by a grant from Mental Health Research UK and the Schizophrenia Research Fund'

**6. Reports:** The following reports are required from the supervisor and the student

**Annual Progress Report** no later than two months after the end of the grant year. This should provide a brief summary (one page of A4 is sufficient) of the Scholar's progress, including details of any outputs, e.g. publications or posters. The Scholar's progress report must be endorsed by the Supervisor.

**Final Report** no later than three months after the award comes to an end.

- I. This should provide a brief summary of the Scholar's progress, including details of any outputs, e.g. publications or posters.
- II. The report should indicate progress on the Thesis and (likely or actual) submission and/or examination dates. Any significant changes in a student's circumstances/progress should be reported.
- III. Confirmation of the award date of the PhD, brief details of main outputs, and details of future career plans.

**Attendance at the annual MHRUK Scholars' Day.** The student will be expected to make a brief presentation of their PhD research at the annual Scholars' Day. It is essential that at least one supervisor of each student also attends the day. Travel expenses for the student may be claimed from MHRUK.

**7. Intellectual Property.** All intellectual property arising from the work will be given to the University to be dealt with according to University Policy.

**8. NIHR:** Mental Health Research UK is a National Institute for Health Research (NIHR) Non-Commercial Partner. This means the studies that we fund may be eligible to access NIHR Clinical Research Network (CRN) support.

If your study will be of benefit to patients and the NHS, (this includes relevant research in public health and

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social care) we expect you to apply, where appropriate, for NIHR CRN support and subsequent inclusion in

the NIHR CRN Portfolio of studies to fully benefit from the support that the CRN offers through their Study Support Service. To find out more, please visit [www.supportmystudy.nihr.ac.uk](http://www.supportmystudy.nihr.ac.uk)

If your study involves NHS sites in England, you will need to apply for Health Research Authority Approval. For guidance on submitting an application please visit: [www.hra.nhs.uk](http://www.hra.nhs.uk)

### 9. MHRUK encourages open access publication of research results.

The procedure for a request for a contribution is as follows:

- a. The supervisor must first apply to the University to cover the cost
- b. Any request for open access fees for publishing a paper by an MHRUK Scholar must be accompanied by documentary evidence that the University will not pay the fees.
- c. We will contribute to open access publication fees as follows:
  - For single author papers (authored by the MHRUK Scholar) we will pay the full costs.
  - For multi-author papers where the Scholar is one author: up to the proportion of the cost depending on the number of authors (eg 2 authors, up to 50% of cost)
- d. Application must be made to the MHRUK administrator in advance – retrospective requests will not be considered (form available on website requiring the following information: names of student, supervisor and university, title of paper, authors in order that they will appear on the publication, title of journal, explanation of why the publication is not being funded by the university or departmental funds and cost)
- e. We will consider one open access journal publication fee per student per year. This cannot be carried forward to a subsequent year.

**10. General:** Our grants are awarded in accordance with the 'Statement of Expectations for Postgraduate Training' issued by the Research Council UK and other funders.

<https://www.ukri.org/files/legacy/skills/statementofexpectation-revisedseptember2016v2-pdf/>

In the event of a dispute not covered by these Terms and Conditions, the Medical Research Council, Conditions of Research Council Training Grants shall apply.