YOUR IIG CHECKLIST

BEFORE YOU BEGIN YOUR APPLICATION, ASK YOURSELF IF YOU HAVE...

...CHECKED YOU ARE ELIGIBLE TO APPLY FOR AN INNOVATION INITIATIVE GRANT?

To be eligible to apply, you must fit at least one of the following criteria:

- Matriculated students (both undergraduate and postgraduate) of the University of Edinburgh.
- University of Edinburgh staff members on open-ended contracts. These include guaranteed hours contracts.
- Staff members on fixed-term contracts, including researchers, who hold a contract with the University for the duration of their project. Please see section 1.3 for further requirements.
- Edinburgh University Students’ Association staff and recognised EUSA Societies or Social Enterprise groups.
- Edinburgh University Sports Union staff and recognised sports clubs.

...ALREADY GRADUATED FROM THE UNIVERSITY OF EDINBURGH?

To receive an IIG you must be a current student or member of staff for the full duration of your project.

...ALREADY RECEIVED FUNDING FROM AN INNOVATION INITIATIVE GRANT?

Whether you can receive funding again depends on the type of application you are making. Applicants may only receive one grant per academic year (students, academic staff, clubs and societies) and financial year (non-academic staff).

...ALREADY BEEN REFUSED INNOVATION INITIATIVE GRANT FUNDING FOR YOUR PROJECT?

Projects submitted to us will only be considered once. However, if you have an idea for a completely new project you are welcome to apply in a new round.

...ALREADY RECEIVED INNOVATION INITIATIVE GRANT FUNDING FOR YOUR PROJECT?

Projects will not be considered if they have previously been submitted for an IIG, regardless if they have been successful or not.

...CONSIDERED WHETHER YOUR PROJECT IS RELATED TO YOUR AREA OF STUDY OR TO A CLUB OR SOCIETY?

Applications made by students and staff must clearly relate to their chosen area of study, research or teaching. Applications made by staff must clearly demonstrate how students are involved in the project or how the project benefits and enhances student experience at the University. Applications made on behalf of a club or society must be shown to benefit the club or society for which the applicant is an office bearer.
...CHECKED THAT THE CLUB OR SOCIETY YOU ARE APPLYING ON BEHALF OF IS ELIGIBLE FOR AN INNOVATION INITIATIVE GRANT?

In order to be eligible for a grant clubs or societies (including social enterprise groups) must have been registered and approved by Edinburgh University Students Association or Edinburgh University Sports Union. This includes clubs or societies (including volunteering groups) that are in the process of being established. Click here to see a list of EUSA approved societies, here to see a list of social enterprise groups or here for a list of EUSU clubs.

...TAKEN THE TIME TO DISCUSS YOUR PROJECT WITH YOUR APPROPRIATE REFEREE?

Remember that if your project is successful we will ask your chosen referee to authorise your application; this process can be made much quicker if your referee knows a little bit about your project beforehand!

Having a discussion with your referee can also help you gage the feasibility of your intended project and identify any potential problem areas in your proposal.

...YOUR PROJECT IS ALREADY UNDERWAY?

Projects will not be considered if they have already been completed, are already underway, or are due to commence prior to results being announced (bear in mind that it can take up to six weeks to receive confirmation of a successful application).

AFTER YOU SUBMIT YOUR APPLICATION, WHAT IF...

...YOU DIDN’T SUBMIT YOUR APPLICATION BEFORE THE DEADLINE?

Applications submitted after 12 noon on the closing date will not be considered. It is your responsibility to submit your application before the deadline and deadlines cannot be extended. If your application was not received before the deadline, it can be returned to you and you are welcome to submit it in the next round.

...YOU DID SUBMIT YOUR APPLICATION BEFORE THE DEADLINE?

It will generally take around six weeks after the submission deadline before you are notified of the Innovation Initiative Grant results. After this time you can expect to receive notification via email letting you know if your application was successful.

...YOU ARE SUCCESSFUL?

Congratulations! After the initial email confirming your success you will receive a follow-up letter and acceptance form. You must then return the fully completed form to the Development and Alumni Office before you will be able to receive payment.