

PPLS TRAINING AND DEVELOPMENT GRANTS SCHEME

APPLICATION FORM NOTES

Section 1

1. The names and contact details of the individual(s) responsible for the activity/event;

Section 2

2. A brief description of the training/event/development activity proposed;
3. The main aims and objectives of the activity;
4. As part of the Project details, organisers are asked to set out how they plan to evaluate the success of the proposed activity e.g. how will feedback be gathered from participants of a planned training session?

Successful bids should give a clear indication on how success of the project will be assessed, for example how feedback from participants will be collected and processed. The School does not expect this to be an onerous task but must be able to monitor outcomes of supported applications. Accordingly this is an important element of the application.

Section 3

5. Eligible costs include but are not limited to the following:

- Payment of PhD student organisers (£11.89 per hour)
- Payment of PhD student demonstrators (£11.89 per hour)
- Payment of PhD student tutors (£23.77 per hour)
- Materials
- Facilities
- Refreshments

(NB: Rates of pay are based on the current demonstrator and tutor rates set by the University and are subject the change annually.)

Organisers are encouraged to approach University teaching staff where relevant to provide input to their sessions. However, organisers should note that Training and Development Grants will not pay for time contributed by University teaching staff, nor should the *primary* benefit of the grants be financial assistance for specific individuals.