

What will the collaborating body have to do?

The collaborating partner will be expected to:-

- provide for the student to work in your establishment for a minimum of three months of a three year award;
- make an annual cash contribution to the institution towards the cost of the project, being a minimum of 60% of the minimum maintenance grant per annum for the duration of the CAST Studentship. The institution is entitled, at its discretion, to use a proportion of this contribution to increase the payment to the student;
- meet the extra expenses (e.g. travel and accommodation costs) incurred by the student as a result of visits to, or time spent with, the collaborating body; and
- provide any necessary special materials or facilities which the institutions do not possess.

You may wish to negotiate for the conversion of any standard Research Studentship to a CAST award.

Further Information ...

For further details please contact:

The Graduate School
Queen's University Belfast
University Road
BELFAST
BT7 1NN

Tel: Belfast 028 9097 2585
Email: graduateschool@qub.ac.uk

or

The Doctoral College
Department for Research and Impact
Ulster University
Cromore Road
COLERAINE
Co Londonderry
BT52 1SA

Tel: Coleraine 028 7012 4729
Email: Researchstudent@ulster.ac.uk

or

The Department for the Economy
Student Support Branch
Adelaide House
Adelaide Street
BELFAST
BT2 8FD

Tel: Belfast 028 9025 7699
Email: studentfinance@economy-ni.gov.uk



Further information:
telephone: 028 9025 7699
Email: studentfinance@economy-ni.gov.uk
www.economy-ni.gov.uk

CO-OPERATIVE AWARDS IN

Science and Technology

Postgraduate Studentships 2019



Co-operative Awards in Science and Technology

What are CAST Awards?

Co-operative Awards in Science and Technology (CAST) specifically support research students and encourage the collaboration between academic institutions and private sector industry. The projects are jointly devised and supervised by an academic department and a collaborating body.

What types of project are suitable?

Cast Awards can be made for a wide variety of project work in Science and Technology ranging from research to design and manufacturing problems. Research projects seeking support for three years will be expected to be either product or process orientated.

What are the benefits.....

to the student?

You will have the opportunity to work on an exciting scientific problem that the collaborating body really wants solved.

You will gain the experience of studying and working in an industrial setting.

to the collaborating body?

CAST projects can be an economic way of solving some of your research problems and forging links with institutions of higher education.

Results obtained may be exploited for the benefit of those involved in the project.

to the academic institution?

Discussion with collaborating bodies to set up a project will strengthen your links with industry.



Previous projects have included:-

A collaborative research project that analysed welded aircraft structure. The successful research student has played an important role in Bombardier Aerospace Shorts' contribution to an on-going UK based collaborative aerospace project and was directly involved in developing new designs, stress and analysis techniques for welded components and in expanding structural test programmes.

A second example is a collaborative programme of research on the rotational moulding of plastics that examined and resolved specific manufacturing problems and led to the development of a new line for the company involved. In addition to providing a valuable link between the university and industry, the researcher's experience and expertise was put to good use through his involvement with the collaborating company.

How does the scheme operate?

- For Higher Education Institutions in Northern Ireland

Project Proposals from Collaborating Bodies

Proposals must be submitted to the appropriate university for approval in accordance with their procedures. Decisions on projects submitted will be conveyed by the universities to the applicant collaborating bodies during the year.

Student application

CAST awards, if available, will be advertised by the universities each year. Candidates should apply online for admission and funding to the university at which the particular project is offered. Applicants should submit their online application to the institution concerned by the published closing date.

The application must include the title of the project applied for and should clearly indicate that it is for a CAST award.

Applicants will be selected in accordance with the University's published procedures.

- For Higher Education Institutions in Great Britain

Project proposals

Collaborative Awards in Science and Engineering (CASE) studentships are collaborative training grants that provide top quality Science & Engineering students with an excellent and challenging research training experience, leading to a PhD, within the context of a mutually beneficial research collaboration between academic and partner organisations. CASE studentships are funded by research councils and may be available in both GB and NI.

Students who wish to apply for such awards should approach the higher education institution of their choice and that institution will advise on the appropriate application procedures.

Eligibility and grant

Student eligibility requirements and basic rates of grant and allowances are the same as for standard DfE Research Studentship Awards - see "Department for Employment and Learning Postgraduate Studentships terms and conditions" available from the Department's website: www.economy-ni.gov.uk and from the Queen's University, Belfast and the Ulster University. Please note the name of this booklet will change to "Department for the Economy Postgraduate Studentships terms and conditions from 2019/20 onwards and should be available in the early part of 2019.

DfE Co-operative Awards in Science and Technology (CAST) Guidance Notes

General

- A limited number of CAST Awards will be available for entry in the 2019/2020 academic session.
- The rules for CAST awards are set out in the appropriate section of the [Rules and Conditions for Postgraduate Studentships](#). These notes are for general guidance only and do not override the Rules.
- Collaborating Bodies should **not** be publicly funded, nor should the category of project fall within the remit of departments of the Northern Ireland Assembly other than DfE.
- The closing date for receipt of completed applications by the Doctoral College (t.grissam@ulster.ac.uk) is Friday **30 November 2018**. Applications should be completed using the CAST proposal form and be accompanied by the signed University IP Agreement.

CAST Project Submissions

- The academic supervisor and the collaborating body contact must complete the application form jointly.
- Applications should be submitted using the CAST proposal form and a signed copy of the University's IP Agreement must accompany all completed applications.
- When completing Section D of the CAST proposal form, as well as providing a detailed description of the project, the academic supervisors should also indicate the role of the work to be undertaken in the Collaborating Body in relation to the project overall and describe the elements of originality, innovation and academic rigour in the project which will provide suitable training for the requirements of a PhD.
- The project will be assessed having regard to the value of the training offered, the scientific and/or technological merits of the project, the relevance of the work to the Collaborating Body, the degree of co-operation involved and the contribution of that body. The assessment will also take into account the duration of the proposed programme in relation to its subject matter. In all cases, particular emphasis will be placed on projects which are product and/or process orientated and in which there is a reasonable timescale of application. Accordingly, the description at Section D should endeavour to illustrate how the proposed project addresses these points.

When writing the CAST proposal, several points should be considered:

- The proposal will be considered in competition with others;
- The wording should be clear and concise but readily understood by the non-specialist;
- CAST awards are linked to a Collaborating Body and are intended to produce a contribution to knowledge at their completion;
- The proposal should include both commercial/industrial application and academic work worthy of support;
- The contribution by the Collaborating Body should be given emphasis;
- In general, the description should state clearly the purpose of the project; a brief introductory section should set the scene and should be readily comprehensible to the non-specialist but have references and other background to enable expert opinion to be formed of the worth of the proposal; the next section should set out what actually will be done in

some detail; finally, the expected outcome and usefulness of the results should be emphasised particularly with regard to the collaborating body;

- The project description should not exceed 500 words.

The Collaborating Body is expected:

- To provide for the PhD researcher to work in its establishment for a minimum of 3 months of a 3-year award;
- To make an annual contribution in cash to the institution towards the cost of the project, being a minimum of 60% of the minimum maintenance grant per annum [i.e. £15,100 pa for 2019/20 TBC] for the duration of the CAST studentship. The University is entitled, at its discretion, to use a proportion of this contribution to increase the payment to the PhD researcher; as a minimum, this would be an increase of £1000 per annum to the PhD researcher. *For 2019/20, this would mean be a minimum overall cost of £27,180 for 3 years (i.e. £15,100*0.60*3) to the collaborating body.*
- To meet the extra expenses (e.g. travel and accommodation costs) incurred by the student as result of visits to, or time spent with, the collaborating body;
- To provide any necessary special materials or facilities which the institutions do not possess;

The Doctoral College will consider all proposals and decisions will be communicated to the applicants; appeals against decisions will not be accepted.

Advertising and Recruitment

- Once a project is approved, the intention is that CAST projects it will be uploaded and advertised in line with the annual DfE/VCRS competition. For this to happen the Research Director (UoA of Chair/First supervisor) will upload the project details for advertisement by Friday 14 December 2018.
- Applicants for all CAST awards must meet the usual requirements for a Research Studentship; in particular, they must have a first or upper second class honours degree, or exceptionally, a qualification or combinations and experience acceptable as demonstrating appropriate ability.
- CAST awards are expected to start at the beginning of the new academic year but exceptionally a starting date convenient to the project can be arranged with the university.

Department for the Economy	CO-OPERATIVE AWARDS IN SCIENCE & TECHNOLOGY (CAST) 2019 Please read Guidance Notes. Complete in typescript
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Section A – General

Expected length of Award	
Project Title	
Academic Supervisors <i>(for each supervisor, add their E-number & UoA details; underline the Chair/first supervisor)</i>	
Collaborating Body (CB)	
CB Supervisor/Contact	
CB Address/Phone No	
CB Email Address	

Section B – Approval

For the institution: _____ date

Signature of Supervisor* _____

Signature of Head of School* _____

Signature of Research Director* _____

Signature of Associate Dean (R&I)* _____

**signatures here relate to those of Chair/first supervisor for the proposed project*

For the Collaborating Body:

If a studentship is approved for this project, I can confirm that support as detailed in Section C will be provided.

date

Position Held _____

Signature _____

Section C – Statement of Support by the Collaborating Body

- Please give a description of the work to be done by the student on the collaborating body’s premises and say how this will relate to the work at the institution.

- What is the extent of the student’s contact with the collaborating body?

- What is the extent of the contact/consultation between academic and industrial supervisors?

- Please state the financial contribution to be made by the collaborating body in respect of:

	year 1	year 2	year 3	TOTAL
Project consumables				
Project travel and subsistence				
Any additional contribution. Please give description and specify value				
Additional stipend payment to PhD researcher	£1,000	£1,000	£1,000	£3,000
TOTAL				

Section D - Full description of Project

NB: Project description must not exceed 500 words

The academic supervisor should provide a full description of the project. Please also describe here in detail the elements of originality and innovation in the project and also indicate how the project will provide the academic rigour and training for the award of a PhD.

INTELLECTUAL PROPERTY AGREEMENT – CAST AWARD

DATE

PARTIES

- (1) **THE UNIVERSITY OF ULSTER** whose address is University House, Cromore Road, Coleraine, Co. Londonderry, Northern Ireland BT52 1SA (“**the University**”)
- (2) [**XXX LIMITED/PLC**] whose registered office is at [*address*] (“**the Sponsor**”)
- (3) [**YYY**] a PhD researcher at the University and resident at [*address*] (“**the Student**”)

BACKGROUND

- (A) The research programme contemplated by this Agreement is of mutual interest and benefit to the University and to the Sponsor and will further the educational and research objectives of the University.
- (B) The research programme is to be undertaken by the post graduate Student under the scheme for Co-operative Awards in Science and Technology (“**CAST**”).
- (C) The Sponsor wishes to support the CAST programme of research and training on the terms and conditions set out below.

OPERATIVE TERMS

1 **Definitions**

- 1.1 In this Agreement the following terms shall have the following meanings unless the context requires otherwise:-

“**Project**” as set out in Schedule 1 under the direction of [*name*] of the School/Institute of [*name*] at the

University as Project Supervisor or of such other member of staff as the Sponsor and the University shall mutually agree;

“Project Period”

[*date*] until [*date*];

“Resulting Intellectual Property”

inventions improvements and all discoveries which are conceived and/or made by one or more members or other agents of the University acting either on their own or jointly with one more employees of the Sponsor in performance of the Project.

2 Recruitment of Student

- 2.1 The University will advertise the award in a manner and in such publications as it deems appropriate. The name of the Sponsor will not be mentioned in the advertisement without the Sponsor’s prior consent such consent not to be unreasonably withheld.
- 2.2 The University will select the Students in accordance with its normal procedures. If it so requires, the Sponsor may become involved in the selection process provided that it does not cause unnecessary delay in the decision and abides by all relevant statutory requirements and the University’s equal opportunities or other policy.

3 Research Work

- 3.1 The University shall commence the performance of the Project after the commencement date of the Project Period. The Sponsor and the University may however at any time amend the Project by mutual written agreement.
- 3.2 The University shall use its reasonable endeavours to ensure that the timetable and work programme agreed between the parties in relation to the Project is adhered to.
- 3.3 In the event that the Project Supervisor becomes unable or unwilling to continue the Project and a mutual acceptable substitute is not available the University and/or the Sponsor shall have the option to terminate the Project.

3.4 In the event that the Student becomes unable or unwilling to continue the Project the University will use its reasonable endeavours to replace him/her.

4 The Student

4.1 The University will provide research training and supervision of the Student in accordance with the University's regulations for the degrees of Master or Doctor of Philosophy and associated guidelines as varied from time to time.

4.2 The Student agrees to work diligently under the supervision of the Project Supervisor and to use reasonable endeavours to carry out the tasks and duties required under the Project in a responsible and professional manner.

4.3 The Student hereby assigns to the University by way of future assignment all rights and interests which he/she may have in the Resulting Intellectual Property.

4.4 The Student agrees to co-operate and do all such acts and sign all such documents as may be required by the University (or its nominee) to give effect to clause 4.3 above.

4.5 The Student will attend the premises of the Sponsor for at least three months of the contract period or as and when agreed between the University and the Sponsor. The Sponsor shall ensure that the Student is made aware of any health and safety environmental or security regulations with which he/she must comply.

5 Reporting

5.1 The Project Supervisor and the Student will have meetings with the Sponsor's representative from time to time as agreed. Interim reports setting out the progress of the work will be provided by the University to the Sponsor every three months unless agreed otherwise. A final report will be submitted by the University within [90 days] of the conclusion of the Project Period. The University reserves the right to submit the final report in the form of a copy of the Student's thesis.

6 Financial Arrangements

- 6.1 Funds will be provided to the Student by the Department for the Economy (DfE) in accordance with the scales in force from time to time, the present rates for which are set out in Schedule 2.
- 6.2 The Sponsor will contribute financially to the Project at least to the level as determined by the CAST conditions in force at the time.
- 6.3 The University will invoice the Sponsor and the Sponsor shall pay the sums set out in Schedule 3 on the dates set out therein.
- 6.4 The Student will be paid a subsistence allowance quarterly normally through the University.
- 6.5 [The Sponsor shall loan/donate the equipment described in schedule 4 to the University under the following conditions.....]

7 Publicity

- 7.1 The Sponsor will not use the name of the University or any member of the University's Project staff in any publicity advertising or news release without the prior written approval of an authorised representative of the University. The University will not use the name of the Sponsor or any employee of the Sponsor in any publicity without the prior written approval of the Sponsor.

8 Publications

- 8.1 The Sponsor recognises that it is University policy that the results of the Project be published and agrees that the Project Supervisor and Student and any other researchers engaged in the Project may present at seminars or professional meetings and to publications journals theses dissertations or otherwise of their own choosing methods and results of the Project provided however that the Sponsor shall have been furnished with copies of any proposed publication or presentation at least [3] months in advance of the submission of such proposed publication or presentation. The Sponsor shall have [2] months after receipt of said copies to object to such proposed presentation or

publication because there is patentable or commercially sensitive subject matter which needs protection. In the event that the Sponsor makes such objection the University shall refrain from making such publication or presentation for a maximum of [9] months from the date of receipt of such objection in order for the University to file UK and/or other patent applications directed to the patentable or commercially sensitive subject matter contained in the proposed publication or presentation. The University will not unreasonably refuse a request from the Sponsor for additional delay in the event that intellectual property rights might otherwise be lost.

8.2 In addition if results from the Project are included in the Student's thesis then in the event of:-

- (a) submission by the Student of such a thesis for a degree of the University; or
- (b) the examination of such a thesis by examiners appointed by the University; or
- (c) the deposit of such a thesis in a library of the University;

then the Sponsor shall not delay such publication but may request that the examiner appointed for the purpose of the examinations be required to sign a confidentiality agreement and/or that access to such thesis deposited in a University library be restricted for a period of up to 12 months.

8.3 The Sponsor acknowledges that the copyright in the Student's thesis shall belong to the Student.

9 Confidentiality

9.1 Except for the prior written consent of the Sponsor the University shall not disclose any samples or documentation reports or other materials or information produced in the course of the project or disclose any confidential information relating to the business or product of the Sponsor to any person.

9.2 Clause 9.1 does not apply to background information emanating from the University or to publications or presentations permitted in accordance with the provisions of clause

8. Nor shall clause 9.1 apply to information which:

- (a) has become public knowledge other than through the fault of the University;
- (b) was already known to the University prior to disclosure to the Sponsor; or
- (c) has been received by the University from a third party who did not acquire it in confidence from the Sponsor or from someone owing a duty of confidence to the Sponsor.

9.3 The University shall ensure that its employees servants subcontractors and agents are aware of the obligations of confidentiality referred to above.

10 Intellectual Property

10.1 For the avoidance of doubt all background information and know-how used in connection with the Project shall remain the property of the party introducing the same.

10.2 Inventions improvements and all discoveries whether or not patentable or capable of other intellectual property protection relating to the Project made solely by employees of the Sponsor shall belong to the Sponsor.

10.3 The Sponsor and the Student acknowledge that all rights to Resulting Intellectual Property under the Project shall belong to the University.

10.4 The University will promptly notify the Sponsor of any Resulting Intellectual Property conceived and/or made during the Project Period arising out of the Project.

10.5 If the Sponsor directs that a patent application or application for other intellectual property protection be filed the University shall promptly prepare file and prosecute such UK and/or other application in the University's name. The costs of prosecution of such applications shall be borne by the Sponsor.

11 Grant of Rights

11.1 Pursuant to clause 10 above the University grants to the Sponsor the first option at the Sponsor's sole selection, (for a negotiated consideration) for either a non-exclusive

licence or an exclusive licence with a right to sub-licence on terms and conditions to be mutually agreed. Terms and conditions of such exploitation rights will be negotiated on behalf of the University by the Department for Research and Impact.

- 11.2 If the Sponsor exercises such option and requires for that purpose access to background intellectual property owned by the University in order to exploit effectively Resulting Intellectual Property, the University will grant a separate licence to the Sponsor to such background intellectual property that the University is able to licence for this specific purpose upon fair and reasonable commercial terms.

12 Term and Termination

- 12.1 This Agreement shall become effective upon the date first above written and shall continue in effect for the full duration of the Project Period unless sooner terminated in accordance with the provisions of this clause.
- 12.2 If either party commits any breach of or any default in any of the terms or conditions of this Agreement and fails to remedy such default or breach within 90 days after receipt of written notice from the other party specifying the breach then the party giving notice may, at its option and in addition to any remedies which it may have at law or in equity, terminate this Agreement by sending notice of termination in writing to the other party to such effect and such notice shall be effective as of the date of receipt of such notice.
- 12.3 Termination of this agreement by either party for any reason shall not affect the rights and obligations of the parties accrued prior to the effective date of termination of this Agreement.
- 12.4 The following clauses shall survive termination of this Agreement howsoever effected: clauses 7, 8, 9, 10 and 14.

13 Independent Contractor

- 13.1 In the performance of all services under this Agreement the University shall be deemed to be and shall be an independent contractor.

13.2 Neither party is authorised to act as agent for the other for any purpose and shall not on behalf of the other enter into any contract warranty or representation as to any matter. Neither shall be bound by the acts or conduct of the other.

14 Liabilities

14.1 Whilst the University will use all reasonable endeavours to ensure the accuracy of the work performed and any information given, the University makes no warranty, express or implied, as to accuracy and will not be held responsible for any consequence arising out of any inaccuracies or omissions unless such inaccuracies or omissions are the result of negligence on the part of University or its agents.

14.2 The parties agree and declare that the obligations of the University and its agents shall cease upon delivery of the reports and that no liability whatsoever either direct or indirect shall rest upon them for the effects of any product or process that may be produced or adopted by the Sponsor or any other party notwithstanding that the formulation of such product or process may be based upon the findings of the Project.

14.3 Neither party shall be liable to the other for any death or injury unless it is caused by the negligence of that party or its agents, nor shall it be liable to the other for any other loss or damage whatsoever unless it is caused by its wilful default or that of its agents.

15 General

15.1 This Agreement may not be assigned by the Sponsor without the prior written consent of the University.

15.2 No variation in the terms of this Agreement shall be valid unless the changes are made in writing and are approved by mutual agreement of the parties.

15.3 This Agreement represents the entire understanding between the parties in relation to the subject matter and supersedes all agreements and representations made by either party either written or oral.

15.4 Any notice required to be given under this Agreement may be sent by post or fax to the last known address or fax number of the party in question. Such notice shall be deemed

to have been received 7 days after posting if by mail, and in relation to faxed notices, the day following the date of the fax transmission report.

- 15.5 Neither party shall be liable to the other for failure to perform its obligations under this Agreement to the extent that such failure is due to any cause beyond the reasonable control of either party.
- 15.6 This Agreement and all terms provisions and conditions and all questions of construction validity of performance under this agreement shall be governed by Northern Ireland law and shall be subject to the non exclusive jurisdiction of the Northern Ireland Courts.

Schedule 1

[Project Details]

Schedule 2

[Financial rates of current CAST award conditions]

Minimum annual contributions from DfE of £15,100 (2019/20) tbc to the student in maintenance plus payment of full time tuition fees.

Schedule 3

[Money to be paid by Sponsor]

Amount and dates

Student: minimum of £1,000 per annum Project: minimum of £8,060 per annum

At the beginning of each academic year

1 November 2019 £9,060

1 October 2020 £9,060

1 October 2021 £9,060

(Total £27,180 over 3 years)

Schedule 4

[Equipment and conditions if any]

Signed for and on behalf of

the **UNIVERSITY**:

Signed for and on behalf of

the **SPONSOR**:

Signed for and on behalf of

the **STUDENT**: