

SUPER DTP Summary Finance Information

[UK Research and Innovation \(UKRI\) studentships](#) offer funding for doctoral research. They also offer you access to training, networking, and development opportunities to help you build your future career. As a SUPER DTP Postgraduate Researcher (PGR), your funding is provided by the Natural Environment Research Council (NERC) as part of the UKRI, and other sources such as your institution and any collaborating partners your project may have.

The UKRI's approach to doctoral stipend and fee levels [is under consideration](#), but currently you are provided with support for your tuition fees (minimum **£4,786 per year**) and a minimum stipend of **£19,237 per year** for your living costs, which is paid to you in regular instalments. The stipend is usually non-taxable and does not need to be paid back. Awards increase every year, typically with the Office for Budget Responsibility's projected consumer prices inflation. The levels given here are for the academic year 2024 to 2025. Alongside your fees and stipend, the funding you have access to comprises of a Research Training Support Grant (RTSG) and a SUPER DTP Training Support Grant (TSG) (Figure 1). If you have a disability, you may be entitled to a Disabled Students' Allowance (DSA) on top of your studentship. The amount of funding is assessed on an individual basis. You should speak to your institution's disability advisor to assess your needs.

The RTSG of **£7,375** is designated for any consumables or research related costs that might occur during your project. For example, for specific equipment or to cover fieldwork costs and travel expenses. The RTSG is held by your institution and, since it is recognised that there may be higher costs at the start of a studentship than at the end, it is available for you to use throughout your 3.5 years of study.

The TSG of £9,050 is held centrally by the SUPER DTP (Table 1). A fixed budget of £4,650 is allocated towards the costs of PG Cert registration, and your attendance at the Graduate School Annual Student Retreats and Annual Science Meetings. These funds (in red) are not flexible and cannot be moved between lines. You can claim the remaining **£4,400** from the TSG to cover internships, national and international conferences, and PG Cert courses. These funds (in blue) are flexible and on request can be varied between budget lines. For example, if you want to go to a conference in Australia and your flights are more expensive, you could move unused funding around to support this. You can access these funds at any time during your 3.5 years of study.

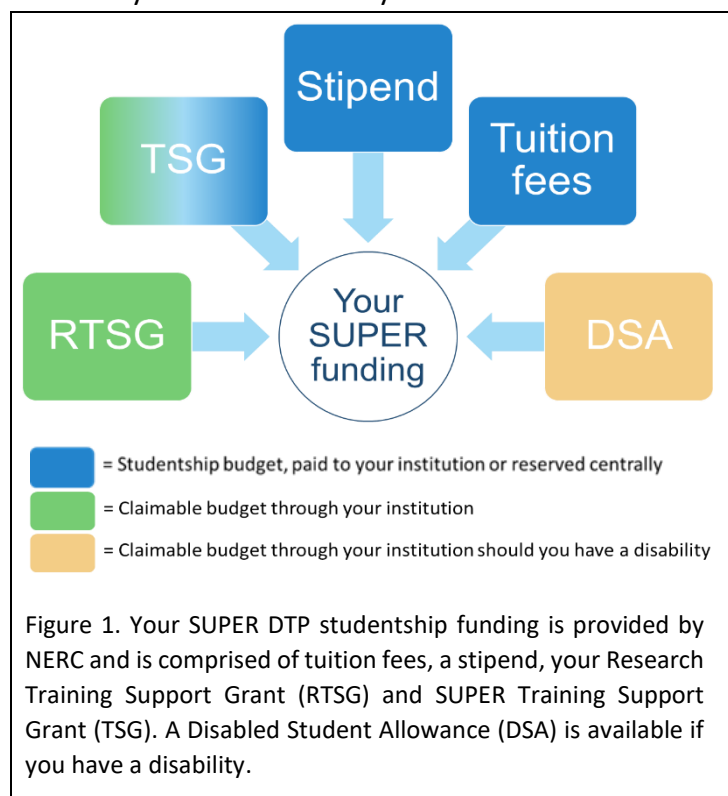


Table 1. Total SUPER DTP TSG funding available to cover training costs. Non-flexible, pre-allocated funds in red and flexible, claimable funds in blue.

Training purpose	Estimated cost
Annual Science Meeting	£1,200
Annual Retreat	£1,650
PG Cert	£1,800
Total	£4,650
National conference	£600
International conference	£1,000
PG Cert courses	£1,200
Internship	£1,600
Total	£4,400
Grand Total	£9,050

Frequently Asked Questions

Q. How do I access my RTSG funds?

A. When you need to draw funds from your RTSG fund, speak to your supervisor to ensure that you have their agreement on the costs involved. They should provide you with a grant code and a method of claiming expenses specific to you and your institution which you can use to pay for consumables and research costs. You may also find it helpful to speak with your department finance officer about relevant reclaim processes.

Q. What does the TSG cover? How do I claim these funds?

A. The centrally held TSG fund is dedicated to training and increasing your potential to find employment after you finish your PhD. You can claim TSG funds from the SUPER DTP to cover fees, travel, and subsistence associated with internships, conferences, or courses and specific training opportunities that you can use to go towards your PG Cert. You should claim this initially from your own institution, who will then reclaim it annually in arrears from the SUPER DTP. Your host institution will have their own internal claims process, and your supervisor and/or departmental finance officer should explain to you how to use this. We have found that usually funds are claimed from your RTSG/internal grant code, which will then be reimbursed once the annual reclaims process has been completed.

Q. Can I claim costs for attending the ASM and Retreat?

A. Yes, there are red lines for each in the TSG budget and your expenses will come from those lines. Travel, accommodation, and subsistence costs can be claimed for the ASM up to £200 a year, the remaining amount will go towards annual conference fees. Reasonable travel costs can be claimed for the Retreat as accommodation and subsistence will already be provided.

Q. Do I have to pay for purchases up front and then claim them back?

A. You should not be expected to make large purchases with your own money, even if you can reclaim the costs. In most cases, and especially for big purchases like equipment, your supervisor should provide a method of procurement that you can use with your RTSG grant code to make these purchases. There will be specific procurement processes that you have to use at your host institution and your supervisor should explain to you how and when you should use these processes. For training course fees, accommodation and travel your institution should have processes in place to pay for these and charge your grant code. If you have any problems with procurement that are not being resolved internally at your host institutions, please contact the SUPER DTP team (superdtp@st-andrews.ac.uk) and we can attempt to find a solution with your supervisor.

Q. I've found a training opportunity I want to take part in, is it okay to put myself forward for this? How do I pay for it?

A. The SUPER DTP is very supportive of students identifying their own training needs and seeking out opportunities to fulfil them. The first point of contact in this case would be your supervisor to consider the value of the training opportunity and discuss whether the opportunity is worth the time and the expense. Once you are both in agreement you can then use your £1200 TSG allocation to fund this activity (Table 1). If the proposed training is beyond the scope of your TSG contact the SUPER DTP team (superdtp@st-andrews.ac.uk) who will work with you to help identify appropriate funds.

Q. Who manages my budgets?

A. Budget management of your RTSG and TSG lies with you, the PGR. This provides a good opportunity to learn how to track a research budget. The SUPER DTP team will keep track of the centrally held TSG funds to ensure all students are getting a fair use of the funds and equal support.

Q. Are there any other opportunities to access further funds, for example, if I spend all my RTSG or if I want to attend something particularly expensive?

A. The SUPER DTP have no additional funds to allocate to students if they and their supervisors spend all the studentship funds, so we highly recommend budget tracking and as far as possible, planning your training needs from the start of your studies. However, there may be other opportunities to gain funding through separate grants or fellowship opportunities, and you can speak to either your supervisor or the SUPER DTP team (superdtp@st-andrews.ac.uk) to get help and advice on how to apply for these.

Q. Do I still receive my stipend if I have to take leave?

A. Reasonable holidays, a minimum of 30 days annual leave including public holidays, are recommended, and should be allowed for by Supervisors (pro rata for part time PGRs) as part of the studentship. However, this will be different for longer periods depending on the reason for absence, for example, sick, parental, or compassionate leave. Please see from 'TGC 8 Absence' in [the UKRI Terms and Conditions](#) for full details on funding entitlements for leave.

Q. How do I acknowledge sponsors for my funding and when should I do so?

A. The SUPER DTP should be referenced in acknowledgement on all SUPER DTP students' publications, reports, websites, and stationary. The SUPER DTP logo (which can be downloaded from the SUPER website) should always be used in its entirety and should not be altered, cropped, or manipulated in any way. Acknowledgement of funding from the SUPER DTP and NERC should also be used when presenting or publicising work performed under a NERC SUPER DTP studentship. All SUPER

DTP students are funded by NERC, and as such should include the logo as per the NERC guidelines, which can be found on their website at <https://nerc.ukri.org/about/enquiries/logos>.

The following should be used as written acknowledgement:

This studentship has been funded under the NERC Scottish Universities Partnership for Environmental Research (SUPER) Doctoral Training Partnership (DTP) (Grant reference number NE/S007342/1 and website <https://superdtp.st-andrews.ac.uk>). Additional funding has been provided by [names of HEI, Collaborating and/or CASE Partners].

If you are communicating about your work on social media, please acknowledge the SUPER DTP and NERC where possible. For example, on Twitter the SUPER DTP is @SUPERDTP1, and NERC is @NERCscience. In addition, it's a good idea to acknowledge your HEI and collaborators as applicable and where possible.