

North West Higher Level Skills Partnership Guidance Notes for Application Form for Development Funding

Redundancy Response Fund

October 2009

The guidance notes below detail the information required in each section of the application form for the Higher Level Skills Partnership Redundancy Response Fund (HLSP RRF) development funding. Feedback on all applications will be provided by the HLSP team to applicants following the assessment process. Successful proposals will then be contacted to sign a contract for the project, unsuccessful applicants will receive detailed feedback on their submission.

Background & Context

In April 2009, NWUA secured funding from the Higher Education Funding Council for England (HEFCE) to deliver a linked set of actions to support the engagement of the Higher Education sector with regional plans to respond to the economic downturn.

As part of this project, it was agreed with the North West Development Agency that part of the Higher Level Skills Partnership would be ring fenced to establish a Redundancy Response Fund to support the development of level 4+ short course CPD provision to **those at risk of redundancy, those who have been made redundant or new graduates unable to find graduate level work.**

North West Higher Level Skills Partnership

Following the success of the NW Higher Level Skills Pathfinder¹, the North West Regional Development Agency approved funding to extend the work of the HLSP. The project was renamed the **NW Higher Level Skills Partnership** to represent the fact that this is no longer pathfinder activity and to reflect the collaborative working of all the partners in this area of activity through both the HEFCE funded and NWDA funded projects. The new project utilised the existing model, developed for 4 Sectors (Advanced Engineering and Materials, Business and Professional Services, Construction and Digital and Creative Industries) and was extended to include the Biomedical, Energy and Environmental Technologies, and Food and Drink sectors. The project also allowed the funding of any provision at level 4 and above including both prescribed and non-prescribed HE. The funding extended the work of the HLSP in the North West until 31st March 2011.

North West HLSP Aims:

- Increase demand from employers for higher level skills provision

¹ For more information see: <http://www.nwua.ac.uk/HLSP>

- Increase employer engagement with higher level skills provision in HE Institutions (HEIs), FE Colleges (FECs) and Work Based Learning Providers (WBLs)
- Increase the capacity of HEIs, FECs and WBLs to respond to employer demand for higher level skills and embed workforce development in HE strategies
- Test the level of investment employers are prepared to contribute for development and delivery of this provision
- Disseminate best practice identified through the NW Model which could be rolled out to other regions

Whilst informed by the overarching HLSP aims, the primary focus of the HLSP RRF is to **respond to labour market needs and support employees and individuals** affected by redundancy or new graduates unable to find graduate level work. The fund aims to be both reactive and proactive to labour market needs:

- reacting to specific redundancy situations and labour market intelligence
- proactively and strategically developing CPD for sectors identified for growth in the upturn (with a preference for re-skilling those at risk of redundancy).

Reactive Provision

There are no sector restrictions for those developing reactive provision for a specific redundancy situation/identified labour market need. However, projects will only be funded where there is evidence of large scale redundancy (or risk thereof).

Those bidding into the fund should seek labour market intelligence from sources including Jobcentre Plus, Unionlearn, the Sector Skills Councils, Sub-Regional Partnerships and Local Authorities.

Proactive Provision

Those looking to develop strategic CPD to re-skill those at risk of redundancy and/or develop skills for the economic recovery should be informed by New Industry New Jobs², which identifies the following as important to economic recovery:

- Low Carbon Economy
- Ultra Low Carbon Vehicles
- Digital Britain
- Life Sciences and Pharmaceuticals
- Advanced Manufacturing:
 - Aerospace
 - Composites
 - Industrial Biotechnology
 - Plastic Electronics
- Professional & Financial
- Engineering Construction
- Industrial Opportunities in an Ageing Society.

² BERR Pub 8854 (April 2009), *New Industry New Jobs*, <http://www.berr.gov.uk/files/file51023.pdf>

Bids may cover part, one or more of the priorities. **Priority will be given to bids which seek to re-skill those affected by redundancy or meet identified graduate labour market failures.**

Applicants will be expected to provide evidence of likely future jobs requiring the skills being developed, including employer support and Sector Skills Councils intelligence.

Those bidding into the fund should also seek labour market intelligence from sources including Jobcentre Plus, Unionlearn, Sub-Regional Partnerships and Local Authorities.

Please note:

- The fund will only support course development, not course delivery
- The fund will only support the development of short course CPD provision
- The fund will support both accredited and unaccredited provision
- The fund is only available to Higher Education Institutions (however, HEI are free to establish partnerships with Further Education Colleges and private training providers)
- The fund is part of the NWDA funded NW HLSP and therefore projects will be subject to the claims and monitoring processes required by NWDA.

Application Process

Applications for Development Funding will be assessed by the Redundancy Response Fund Commissioning Panel whose membership includes representatives from the TUC, unionlearn, Jobcentre Plus, Business Link North West, the Alliance of Sector Skills Councils, Regional Skills and Employment Board and the North West Regional Development Agency. The panel will be supported by the HLSP Project Manager and Specialist Advisor.

Proposals will be assessed against the detailed criteria in this guidance note and the *HLSP Redundancy Response Fund: Call for Proposals* document. All the details provided by applicants on the application form will be subject to a scored assessment. This assessment is seen as a critical element of the HLSP and will ensure that any provision supported by the development funding is driven by labour market need and employer demand. **Priority will be given to reactive proposals which are addressing the immediate needs of those in redundancy situations. Proactive provision should seek to re-skill those affected by redundancy or meet identified graduate labour market failures.**

The Panel will also ensure that the HLSP RRF avoids supporting the development of similar provision in multiple institutions (unless specific local demand is evidenced) and where similar developments are proposed the sector panels will work with the institutions and the Specialist Advisor to investigate the potential for collaborative developments.

The Panel will be supported by the Project Manager, Specialist Advisor and Senior Officers from the HLSP team, to ensure that all members have a full understanding of the aims and objectives of the NW HLSP and that the required linkages are in place between the seven sector panels, the Redundancy

Response Fund and with other activity being undertaken by the HLSP and similar projects across the region.

Once approved, funded proposals will be monitored by the Specialist Advisor along with the HLSP Project Manager and the HLSP Senior Officer (Finance). This will ensure that best practice can be disseminated through project activity and that proposals keep to the timescales and milestones outlined in the application. Approved projects will be expected to undertake the following monitoring requirements:

- At least quarterly monitoring meetings with their Specialist Advisor
- Submission of quarterly claims (with all required evidence) and monitoring reports
- Production of case studies at various stages during the development
- Recording student numbers and student data for the provision developed until **31st March 2013** (however, we recognise that some provision developed under the RRF is likely to be short term in nature)
- Providing NWUA with copies of all PR and marketing materials
- Using the NWUA and NWDA logos on all PR and marketing materials
- Assisting NWUA in the dissemination of best practice and lessons learnt from the development projects.

Appendices – please note that only letters of support from employers should be attached, do not include any other appendices they will not be accepted.

All applications should be accompanied by a letter from the central HLSP contact within your institution confirming the approval of the HEI for this proposal. A list of central contacts is attached to the application form.

Cover sheet

This will provide the panel with a summary of the project activity, cost, outputs, length and partners. Please indicate which sector your proposal falls within and whether it proposes to develop reactive or proactive provision.

Start date – this should be as soon as possible after the final approval of projects by the Panel. It is anticipated that proposals submitted in this funding round would receive final approval in late December 2009.

End date – All project activity and project spend must be completed by 31st January 2011. This will allow the project team to collate final reports, data and claims and ensure the HLSP project is closed down for 31st March 2011.

Outputs – Proposals should articulate the number of outputs (learners) for each year till 31st March 2013³. However, we anticipate that some provision developed with this fund will be short term in nature and may not project learners to 2013. Please note that these years are from 1st April - 31st March and are not aligned to academic years, due to this project being NWDA funded. For output definitions

³ Please note this date has changed since the expression of interest guidance was circulated. NWDA have now agreed that outputs i.e. learners, can be counted until March 31st 2013. Please revise your outputs accordingly.

please refer to the tasking framework sent with this guidance note. **Please note the output evidence required for each learner.**

Co-funded Student Numbers – due to the current embargo on growth from HEFCE the HLSP does not have any additional student numbers to allocate to HEFCE funded providers. Any numbers required will have to be from institutional allocations. NWUA are maintaining regular conversations with HEFCE regarding numbers and will inform applicants immediately if this situation changes.

1. Labour market need / dealing with redundancy

- Development funding will only be allocated to proposals which address specific, evidenced, large scale redundancy (or risk thereof) OR which propose strategic CPD to re-skill or up-skill individuals in areas identified as key drivers for the economic recovery (as defined by New Industry New Jobs⁴). The latter must be supported by employer evidence of skills demand and future jobs. Priority will be given to projects which re-skill those affected by redundancy or meet identified graduate labour market failures. Proposals should evidence how their activity is meeting a labour market need (and for proactive provision, is employer led) and detail the skills gap which they will meet through developing this provision.
- For **reactive provision**, robust and detailed evidence must be provided of the current or anticipated redundancy situation and how the proposal will seek to address the needs of the individuals affected via new bespoke provision.
- For **proactive provision**, robust and detailed evidence must be provided of employer demand for the bespoke provision proposed. This can be provided by naming specific employers consulted and detailing the feedback received, also from detailing specific research undertaken. Preference will be given to projects that propose to re-skill those affected by redundancy into growth areas or meet identified graduate labour market failures.
- Proposals for **proactive provision** should refer to one of the priorities listed in the call for proposals document. In addition to New Industry, New Jobs, other documents which may be useful to applicants include the Regional Strategy Principles and Issues Paper⁵, The NWDA Framework for Action (in response to the Economic Downturn)⁶, the Regional Economic Strategy (2006-09)⁷, the Regional Statement of Learning and Skills Priorities 2007-2010⁸, the NW Employment and Skills Evidence Base 2008⁹ and NW Skills and Employment Challenges 2008¹⁰. Proposals should refer to labour market intelligence including that available from Jobcentre Plus and the relevant Sector Skills Council.

⁴ BERR Pub 8854 (April 2009), *New Industry New Jobs*, <http://www.berr.gov.uk/files/file51023.pdf>

⁵ Available for download at <http://www.nwda.co.uk/pdf/PandIFinal3Feb.pdf>.

⁶ Available for download at <http://www.nwda.co.uk/pdf/Framework%20for%20Action%20Feb09.pdf>

⁷ Available for download at

<http://www.nwda.co.uk/publications.aspx?publications=1&area=78&subarea=81&publicationview=1&item=20063302209810889>

⁸ Available for download at <http://www.nwua.ac.uk/publications/default.aspx>

⁹ Available for download at <http://readingroom.lsc.gov.uk/lsc/NorthWest/nwr-nwemploymentskillsevidencebase-nov08.pdf>

¹⁰ Available to download at

http://readingroom.lsc.gov.uk/lsc/NorthWest/North_West_Skills_and_Employment_Challenges_December_2008.doc.pdf

- In addition, applicants are asked to detail dialogue with named Sector Skills Council and Unionlearn representatives and HLSP team members. Relevant contact details can be obtained from the Specialist Advisor, Rebecca Ward, on rward@nwua.ac.uk or 0161 234 0439.
- You may refer to additional sector, regional, pan-regional or national research, if appropriate. It is recognised that the research and reports detailed above may not wholly cover current labour market needs and skills gaps in the region and sub-regions, and as such any proposals utilising differing research will be considered by the Panel on a case-by-case basis. However, any additional research must be a robust and comprehensive account of labour market and/or employers' skills needs.

2. Evidence of employer linkages

- For **proactive provision** please detail named employers that you have consulted with and include specific feedback that you have received. Proposals should demonstrate involvement of more than one employer to ensure the provision would not be classed by HEFCE as a closed course, or potentially be in breach of European State-Aid regulations. At least one employer consulted/involved in the development must be based within the North West region.
- There is no restriction on the size of employers involved in these developments.
- Letters of support from employers should be included which clearly articulate an emerging skills need and anticipated future jobs. Support from intermediary organisations and employer bodies will also support your application. Letters should be unique to each employer and should not be issued on a template basis.
- This section should detail how employers will be involved at all stages of the activity from design and development to delivery including any piloting work and the employer role in evaluating whether the final provision delivers the outcomes they require.
- The HLSP does not fund initial employer engagement activity, skills needs analysis or LMI activity. This funding is for the development of new or adapted provision which meets the needs of employees and employers as identified through engagement activities with industry and employee support agencies.
- For **reactive provision** evidence must be provided of a specific or anticipated redundancy situation.

3. Displacement

- Funding will only be allocated to proposals that are for the development of new provision.
- New provision is defined as provision that does not currently exist in the region or locally, and also includes the development of existing provision to be provided in a new format (e.g. online, in the workplace etc) to meet employee/learner need.
- All development of **proactive** provision (including any development of existing provision as detailed above) must include employer engagement.
- Funding will not be provided for developments which displace provision currently offered by a private training provider or by another HEI in the locality. To assist with identifying potentially similar provision within the region, providers should refer to the Discover HE database, which has been developed as part of the work of the NW HLSP and contains information on

over 7,500 HE level courses within the region. At present, courses listed are from 15 HEIs and 29 FECs, information on courses within WBL providers are not yet included¹¹.

- The HLSP will be looking for shared developments across the region where delivery is required on a local or sub-regional basis and will not fund proposals that develop similar provision in different localities around the NW (unless meeting a specific, local redundancy need).
- Funding would be considered for proposals which utilise existing provision but then add value, which meets learner/employee/employer demand, to the existing provision (e.g. by accrediting or further developing the provision) through partnership activity.

4. Why is the project needed, why should it attract HLSP support, and how would the project happen without HLSP support?

- In this section applicants need to demonstrate how the support provided through the HLSP will enable the development to proceed and what would happen if no HLSP funding was received.

5. Learning outcomes & qualifications

- The HLSP RRF can fund proposals that develop provision at level 4 and above, including both prescribed (i.e. HEFCE funded delivery) and non-prescribed (non-HEFCE funded) Higher Education. Provision can be accredited or unaccredited. **The RRF only funds short course CPD.**
- Progression opportunities to and from any new provision must be fully indicated here.

6. Evidence of Project Management and Quality Assurance

- Development proposals must detail robust mechanisms for the management, monitoring and review of all new provision.
- In the table provided bids should state the names and roles of all staff working on this project along with their main responsibilities on the project. Then a continuity plan should be considered for each member of staff. This is to assist projects with planning for staffing changes and issues within project teams and to provide assurance to the Panel that projects would still achieve the outputs described.
- Details of relevant equality and diversity policies must be provided.
- Details of mechanisms for quality assurance must also be provided and must be in place to enable the new provision to be evaluated effectively.
- Evidence of employer involvement in these processes must also be provided. Including details of any Steering Group, industry development groups etc... memberships of these and the remit of any such groups.

7. Project / Programme Summary Description

- **Please answer under all the headings on the application form. Headings should not be deleted or additional headings added.**
- The proposals should state clear SMART objectives for the project.
- Proposals should clearly state the outputs the development will deliver. These outputs for the HLSP project relate to output 3 – People Assisted in their Skills Development (Page 12-14) of the attached NWDA Tasking Framework. Applicants must note the reporting requirements associated with these

¹¹ The Discover HE database is available at <http://hlsp.com.ourwindowsnetwork.com/discoverHE/>

outputs by NWDA which will be collected as part of the HLSP monitoring of funded development projects. Approved projects will be held to the outputs declared in the approved proposal and these will be monitored until end of March 2013¹². We anticipate that some projects funded under the HLSP RRF will propose to deliver short term outputs and may not project learners to 2013.

- This section should detail any deliverables or outcomes which are additional to the learning outcomes detailed in section 5.
- Details must be provided of who you will be targeting as potential learners and where you see the potential market to be for this provision.
- Please detail the delivery mechanism for the provision to be developed i.e. in the workplace, online, blended learning etc.
- Provide details of how you will evaluate the provision developed, included both the learner and employer perspectives and any provision you will make to allow refinement of the provision over time.
- Please detail how the proposal is innovative.
- Please fully detail how this proposal will offer new and/or adapted provision.
- Please provide additional details if you are applying for funding with partner institutions / organisations to meet the learners'/employees'/employers' demands. Applications should demonstrate the added value of these partnerships in meeting these needs.

8. Outputs

- Details of all outputs (learners) should be entered onto this table. Projects should show the number of learners completing the learning or the qualification during each year (1st April – 31st March) until 31st March 2013. We anticipate that some projects funded under the HLSP RRF will propose to deliver short term outputs and may not project learners to 2013.
- If funding from other sources is being used to support this development as well as HLSP funding, any outputs, in terms of learners, associated with this funding should also be shown in this table to demonstrate the full value of the provision.
- This table will be replicated in the contract with successful projects and therefore should accurately reflect annual learner numbers.

9. Timescale / Project Milestones

- Details of the project timescales with milestones must be entered here for the full period of the project including clear start and end dates within the HLSP time period.
- Milestones should indicate when Steering Groups meet, when employer/partner consultations will occur, when courses will be validated, piloted, reviewed and delivered etc.
- Project activity can extend to two months prior to the end date of the NW Higher Level Skills Partnership, this means all development activity and spend must be undertaken by 31st January 2011 to allow for project closure by 31st March 2011.
- Please include details of all development activity, which must be complete by January 31st 2011. Delivery activity may start after 31st January 2011.

¹² Please note this date has changed since the expression of interest guidance was circulated. NWDA have now agreed that outputs i.e. learners, can be counted until March 31st 2013. Please revise your outputs accordingly.

- Milestones must be detailed and clear, in order to allow full evaluation of the proposal, should it be successful in securing development funding. These milestones will be utilised by the HLSP and NWDA to evaluate the work funded through the HLSP. Please detail milestones by month and quarter for the duration of the project e.g. Steering group meetings, course content developed, validation, recruitment etc.
- All projects should also complete the Gantt Chart showing their activity across the period of the project. This will be replicated in the contract with all successful projects to allow accurate monitoring by the HLSP team.

10. Risk Analysis

- All projects should complete the Risk Analysis chart demonstrating where there are areas of low, medium and high risk activity within the project and how these risks can be reduced.
- This risk analysis will be discussed with projects during monitoring visits with the HLSP Specialist Advisor and should be referred to in quarterly monitoring reports to the HLSP team.

11. Communication Plan

- The communication plan should demonstrate how the team intend to communicate both internally and externally during the project. Particular focus should be given to communications with employers, Unionlearn, SSCs and other external partners, but internal communications should also be included.
- The plan should detail how this communication will be undertaken, how often and with whom.

12. Development Funding Required

- Please enter a full summary of the funding required, including a full breakdown of all costs, including:
 - Academic or Technical Staffing – this should include the name of each member of staff, their annual salary, the FTE they will be working on the project and the length of time they will be working on the project. This can then provide an accurate calculation of costs. Projects will be monitored against staff time detailed in this table, timesheets (signed by the Project Leader) will be required for all staff working on the project along with proof of annual salary and proof of monthly defrayment.
 - Administration – this should include the name of each member of staff, their annual salary, the FTE they will be working on the project and the length of time they will be working on the project. This can then provide an accurate calculation of costs. Projects will be monitored against staff time detailed in this table, timesheets (signed by the Project Leader) will be required for all staff working on the project along with proof of annual salary and proof of monthly defrayment.
 - Overheads – NWDA funding will not cover overheads, these should be included in the costing and shown as funding contributed by the provider or other funding source.
<http://www.hefce.ac.uk/finance/costing/> directs you to the HEFCE pages on full economic costing methods and information for Universities and Colleges. It is recognised that Further Education Colleges and Work Based Learning providers do not use the Full Economic Costing model, in this instance clear information should be provided regarding the calculation of overheads.
 - Resources, please provide full details referring to Eligible Costs sheet in Annexe 1. Each item must be clearly itemised to allow the panel to fully understand these cost requirements. Please do not change the

headings in this section, if you have costs which fall outside of these headings they must be itemised in the Other section below. Projects may not need to claim costs against all headings. Claims will also be made against these headings. Projects will need to show invoices for all costs and defrayed expenditure.

- Other costs, please provide full details referring to Eligible Costs sheet in Annexe 1. Please detail each individual item. Claims will be detailed against these items. Projects will need to show invoices for all costs and defrayed expenditure.
 - Income from HEI can be any contribution to the project by the provider which is therefore not being claimed from the HLSP, e.g. overheads
 - Income from partners can be funding from any partner i.e. NWDA, an LLN, European funding etc... which is used to directly support some of the costs of this development.
 - Employer Contributions both in kind and cash towards the development activity will be recorded by the HLSP team during project monitoring. These contributions are not match funding and will not be measured for any purpose other than information. No financial claim information is needed relating to these costs.
- Full details of eligible expenditure can be found on the HLSP Eligible Costs document (Annexe 1) which has been agreed with NWDA. Any queries regarding the costs eligible for HLSP funding should be discussed with the relevant Specialist Advisor as soon as possible.
 - Development funding may be used to cover all costs associated with the development of demand led HE provision, this includes marketing and promotion costs.
 - The funding breakdown should also identify the levels of funding being assigned to each partner within the proposal if relevant.
 - Any funding received from other sources must be fully detailed. The HLSP cannot double fund the development of provision, although it is able to co-fund where funding streams are clearly designated and separate. Details of any additional funding that is applied for and/or received during the lifetime of the project, must be sent to the sector panel, as soon as they are apparent.
 - The HLSP cannot provide funding for initial employer engagement activity, skills needs analysis, LMI etc...
 - The HLSP will not fund staff development activities.
 - The HLSP will not provide funding for employers; the project aims to test the level of contribution employers make to the project whether in kind or in cash or both.
 - The HLSP will be undertaking dissemination activity demonstrating the outputs and outcomes of the HLSP project. This activity will be undertaken centrally for all funded projects and therefore these costs should not be required by individual projects. This does not replace specific marketing activity undertaken by a provider relating to their provision and therefore such costs can be included.
 - Similarly an impact study has just been commissioned for the HLSP including evaluation work through to the end of the project. Therefore evaluation of the overall activity will be undertaken both by the HLSP team and by NWDA. This will not include evaluation of how specific provision meets the needs of the employers involved and should not replace piloting, evaluation and revision activity undertaken by a provider as part of the development project.

- In order to receive NWDA funding, successful projects will be required to submit retrospective quarterly claims for project expenditure, in-line with NWDA funding rules. Claims must be submitted within a set timeframe, after the expenditure has occurred. The HLSP team will work with all successful projects to ensure the necessary evidence is collated for project claims. Proposals should therefore include a funding profile for the activity detailing the costs required on a quarterly basis.
- Evidence for Accruals accepted by the NWDA are as follows:
 - The actual claim
 - Invoices of work done to date
 - Signed off time sheets
 - Proof of payment, this will need to be a transaction report
 - Delivery note showing receipt of goods
 - Email confirmation of work completed from a senior member of the company:
 - Finance Director, Pro-Vice Chancellor, Chief Executive, Managing Director, Another Director or person in a senior position

NWUA will request this information and evidence from projects at the same time as the quarterly claims and monitoring reports are submitted. This information will be held by NWUA for audit purposes.

14. Claim Profile

- Projects should profile their spend against this claim profile, showing staff and non-staff costs for each period. These claim profiles will form part of the contract with successful projects and although slight variations can be accommodated during project lifetimes these should be as accurate as possible. Please do not alter the time periods on the claim profile, these are offset from the usual quarters to allow time for NWUA to collate all project claims before submitting one HLSP claim to NWDA.

Please note, the final claim must account for a minimum of 10% of the total value of the project.

If you have further queries relating to this application please contact a member of the HLS Partnership team. Contact details are on the NWUA website at http://www.nwua.ac.uk/pathfinder/pathfinder_team.aspx

SUBMISSION INSTRUCTIONS

Completed applications should be sent electronically to Kate Jones on kjones@nwua.ac.uk **no later than 5pm on Friday 4th December 2009**. This deadline is the same for all sectors.

If applicants wish to submit a hard copy (not essential requirement) this should be sent to:

Kate Jones,
NWUA,
4th Floor, Albert House,
17 Bloom Street,
Manchester

M1 3HZ

Applications received after this will not be accepted. Email applications with large file attachments should be sent as a zip file to ensure they are received by the HLSP team. All applications received by the HLSP by the closing date will receive an acknowledgement and reference number.

Annexe 1

NW Higher Level Skills Partnership

The eligible costs that can be claimed through the development fund are*:

Staff costs

- Salary and associated costs
- Admin and clerical
- Travel – mileage / rail
- Car parking
- Expenses associated with the project
- Subsistence
- Conference fees

Consumables

- Stationery

Other

- Creative and design costs
- Printing costs
- Other costs associated with developing course materials – e.g. online development, VLE costs etc...
- Licenses
- Software
- Accreditation, Validation and associated costs of Professional Bodies
- Associated costs of piloting, testing and reviewing provision
- Associated PR and marketing costs

In Kind Match

These costs are not eligible under NWDA funding and must be covered by alternative funding either from the provider or another source.

- Overheads
- Rent

By Exception

Hardware items directly associated with the project/provision that cannot be funded by the employer; these items will be via negotiation with the relevant panel at expression of interest stage.

*Please note that whilst each of these costs are eligible, it is up to the Panel to make an offer and judgement on what funding they would like to award. This list is not a guarantee that funding will be awarded for everything noted.