

What is involved in a CASE Partnership?

CASE partners are required to supplement the studentship, and thus enhance the research project, by:

1. NERC requires the **CASE partner to supplement the studentship by a minimum of £1000 p.a. for the duration of the studentship**. This payment should be made to the lead research organisation to supplement the Research & Training Support Grant (RTSG) for the duration of the studentship.
2. It is mandatory that **students spend a part of their training (between three and eighteen months) with the CASE partner**. This placement represents an important contribution to the training of the student and should provide specific training or access to capabilities and expertise not available at the academic partner.
3. in addition to the cash contribution above, meeting the extra expenses (such as travel and subsistence) incurred by the student visiting and working in the CASE establishment(s)
4. contributing in cash or in kind towards necessary materials whilst the student is based at the CASE partner establishment(s).

Who is eligible to be a CASE partner?

- Any **non-academic organisation within the public, private or third sector that has research and/or end-user interests in NERC's remit** is eligible to act as a CASE partner within a DTP. This includes private industry, the research organisations of the nationalised industries, public bodies such as regional water companies, county planning offices and public sector research establishments (PSREs).
- Higher Education Institutes are not eligible to act as CASE partners.
- **International organisations are able to act as CASE partners in some instances** – DTPs are advised that to be eligible as a CASE partner, international organisations must be able to provide the student with an opportunity to gain skills that could not be provided by a UK-based partner.
- Non-academic partners within a DTP may act as CASE partners.

Where should my CASE partnership be set up?

To formalise a CASE partnership you must set up a contract between your primary HEI and the CASE organisation. In most cases, this is the institution where your primary supervisor is based.

For students based primarily at a non-HEI partner (IoZ, Kew or NHM), the CASE partnership must be set up through your HEI organisation. In this situation, the CASE financial money will be paid to your HEI and transferred to your RTSG at your lead organisation.

How to formalise a CASE partnership

Please contact the DTP's Impact and Innovation Officer as soon as you are considering a CASE partner, and they will help you to negotiate this and complete the necessary paperwork.

1. Complete the DTP CASE form online <https://london-nerc-dtp.org/innovation/london-nerc-dtp-case-studentship-form/>

The below procedures and information for each HEI is correct to the best of our knowledge but may be subject to change.

UCL

1. Complete a Contract Information Form (requires signatures from: Head of Department)
2. Complete a Project Budget Approval Form (requires signatures from: Project supervisor and Head of Department)
3. Your department will set up a WorkTribe project for the partnership - the DTP will request this from your department on your behalf.
4. UCL contracts will contact your CASE partner to draw up and sign a CASE contract - this will take some time
5. Once the agreement is finalised, Research Services will send a Student Engagement letter for you to sign.
6. Once the necessary accounts have been set up, Research Services will invoice the CASE partner - neither the DTP nor the student is involved in this.

RHUL

1. Research and Enterprise will draw up a draft contract and contact the University supervisors and CASE partner for signatures.
2. Research and Enterprise will invoice the CASE partner.

QMUL

1. Research Management Office will draw up a draft contract and contact the University supervisors and CASE partner for signatures.
2. Research Management Office will invoice the CASE partner.

KCL

1. Research Grants and Contracts will draw up a draft contract and contact the University supervisors and CASE partner for signatures.
2. Research Grants and Contracts will invoice the CASE partner.

Brunel

TBC

