Carnegie Vacation Scholarships

Terms and Conditions of Award

October 2026

Background and Introduction

The following Terms and Conditions of Award cover Carnegie Vacation Scholarships, awarded by the Carnegie Education Fund ("CEF"). Carnegie Education Fund is the operating name of The Carnegie Trust for the Universities of Scotland (SC015600).

Carnegie Vacation Scholarships ("CVSs") support students ("Scholars") undertaking an independent, personal research project under the supervision of one of the following Scottish Higher Education Institutions at which the student is currently completing their undergraduate degree or from which the student will receive a degree if studying at a Scottish College. This is referred to as the "Home Institution". The student may also complete their research project under the day-to-day supervision of a "Partner Host Institution" approved by the Home Institution. The eligible Home Institutions are: the universities of Aberdeen, Abertay, Dundee, Edinburgh, Edinburgh Napier, Glasgow, Glasgow Caledonian, Heriot-Watt, Highlands & Islands, Queen Margaret, Robert Gordon, St Andrews, Stirling, Strathclyde and West of Scotland; the Open University; the Glasgow School of Art; the Royal Conservatoire of Scotland and Scotland's Rural College (SRUC).

This document supersedes all previous iterations of the scheme Terms and Conditions of Award.

For all enquiries, please contact: **grants@carnegie-edfund.scot**

A. About the Scholarships

1. CVSs are non-transferable, meaning they cannot be transferred to other students or projects.
2. The research project must be supervised by an academic researcher at the Home Institution. A supervisor may be a group leader, lecturer, reader or professor (including emeritus) but not a graduate teaching assistant or hourly paid tutor. Supervisors are permitted to enlist post-doctoral research

assistants or postgraduate research students in the day-to-day supervision of the project and/or a Partner host institution supervisor.

3. The supervisor must ensure that the Scholar will:

    a. have access to the necessary equipment, consumables or any other resource needed to conduct their research project; and

    b. receive all required training to operate said equipment and/or undertake the proposed research activities; and

    c. satisfy all statutory requirements (including, where applicable, gaining ethics committee approval, obtaining animal licences and meeting the requirements of regulatory authorities) for the work they will undertake, and

    d. follow the relevant health and safety and other relevant policies of their institution and where applicable any Partner Host Institution (see Scheme Regulations available on the CEF website for further details).

4. A CVS cannot be held in conjunction with a similar award from a different funder for the same research project activity.

B. Start date & duration

5. CVSs are tenable for a minimum length of four weeks and a maximum length of twelve weeks. The length of a CVS will be stated in the award information provided to successful applicants.

6. Projects may start in May 2027, and must be complete by the end of August 2027.

C. Award value

7. The value of a CVS will be stated in the Award Letter provided to the applicant. The award value is calculated using the Scottish Real Living Wage rate for a 35-hour working week. The value is adjusted each year to accommodate any increase to the Scottish Real Living Wage.

8. CVSs only cover the cost of stipends to Scholars whilst carrying out their research project. Stipends are intended to contribute to the Scholar's costs whilst carrying out the research such as accommodation, travel and subsistence.

9. No additional funding is available for other research project costs or items such as equipment/materials, consumables, supervisor time or overheads. The

Home Institution or its Partner Host Institution must cover all these and any other research project costs.

D. Source of funding

10. By accepting this CVS, Carnegie Vacation Scholars also acknowledge and accept the source of funding which provides it. This comprises the original endowment provided by Andrew Carnegie in 1901 together with later bequests, donations and accumulated surpluses. CEF invests these funds in a range of equities and bonds on a total return basis to maximise charitable returns while preserving the long-term sustainability of the endowment. A copy of CEF's Investment Policy, which includes details of our approach to responsible and ethical investment, is available on the CEF website.

E. Payment

11. Home Institutions will be notified of successful applicants and supplied with award details via an email issued to the relevant administrative contact at the institution.
12. Once notified, each Home Institute is responsible for accepting the awards on behalf of the Scholars at their institution and returning a completed institutional acceptance form to CEF before the commencement of the first project.
13. CEF expects Home Institutions to distribute the stipend to Scholars at regular intervals over the course of their Scholarship. Home Institutions are expected to consult with Scholars when setting payment schedules.
14. CEF will administer Scholarships awarded to Scholars at a given Home Institution collectively, as a single grant awarded to that organisation. Consequently, reimbursement to the Home Institution will be made as a single payment following the receipt of;
    a. Project end reports completed by each Scholar; and
    b. A Financial Statement detailing the amounts paid out to each Scholar; and
    c. An invoice for the total amount disbursed (a single invoice should be issued covering all Carnegie Vacation Scholarships at the same Home Institution)
15. Should a Scholar's research project be discontinued after the start date (see section G, below), the amount invoiced to CEF must be adjusted to reflect the actual number of full weeks of research completed by the Scholar.

F. Reporting

16. Each Scholar is required to provide CEF with a brief post-project report online in September. Instructions for completion will be issued to each Scholar, normally by email.
17. Failure to submit a feedback report by the stated deadline will usually result in CEF delaying payment to the Home Institution.
18. To help CEF evaluate the long-term impact of the scheme, Scholars may also be asked for annual updates for a period of up to 5 years after completion of the programme.

G. Publicity & Acknowledgement of Funding

19. As a charity, publicising the impact of CEF grants is really important. CEF looks to share impact stories with a range of stakeholders and the general public. Scholars may be asked to help with this; but no personal stories will be shared without a Scholar's explicit consent.
20. It would be extremely helpful if Scholars could provide photographs or video recordings that help illustrate what the grant has supported and how it has helped. These will not be shared without a Scholar's explicit consent. Scholars should obtain consents from any individuals in such images or video confirming that they are content for their images to be shared with CEF and potentially by CEF publicly.
21. Scholars are encouraged to publicise and acknowledge that CEF has supported their research project, and commit to ensuring that they and their project will not bring CEF into disrepute.

H. Cancellation or termination

1. Scholars wishing to withdraw from their CVS prior to commencement must inform CEF in writing (via email) of their intention to withdraw and notify their Home Institution. A VS may also be cancelled by CEF if CEF is informed by the Home Institution that a Scholar has failed to commence their research project. Upon receiving confirmation of withdrawal CEF will cancel the VS.
2. Scholars are required to notify CEF and their Home Institution as soon as possible of any circumstances, lasting longer than 1 week, that may negatively impact on completing their project.
3. CEF will only consider the termination of a VS as a last resort. When a Scholar is experiencing difficulties, every effort must be made by the Home Institution

to work with the Scholar to facilitate the successful completion of their project by the end of the summer vacation period.

4. A VS may be terminated by CEF if:

    a. CEF is informed by the Home Institution that a Scholar has ceased their project early, has not adequately engaged with their project and/or has not demonstrated satisfactory progress.

    b. The Scholar notifies CEF that they are ceasing the research project.

5. In the event of termination of a VS for these reasons, CEF will only pay the amount reflecting the actual number of full weeks of research completed by the Scholar. It is the Home Institution's responsibility to cease paying stipends to the Scholar should a Scholar discontinue their research project.

I. Legislation and Liability

6. The grant is awarded based on the information supplied at application and during our assessment before the grant is offered. If any of this information is subsequently found to be misleading, inaccurate or false, then CEF reserves the right to amend, cancel or seek to recoup the grant.

7. Scholars, under the supervision of their Home Institution, are responsible for having adequate permissions, travel documents and insurance in place, especially for activities outside of Scotland.

8. CEF will not, under any circumstances, be liable for any damage, injury or loss of any kind whatsoever to any property or persons occurring as a result of activities undertaken with this grant.

October 2026