



Guidance notes for Opportunity Bursary applicants - 2023

Who can apply?

In order to apply for the Opportunity Bursary, you must:

- Have completed a Sutton Trust programme OR the Aspiring Professionals Programme, run by JP Morgan and the Social Mobility Foundation.
- Have completed **at least 1 year** of undergraduate study
- Be enrolled onto a course (undergraduate or postgraduate) at a UK university for the academic year 2023/2024

Applicants will be assessed in priority according to our social mobility criteria, in addition to the quality of the project proposals - for full information, please see [the website](#).

Shortlisted applicants will then be invited for a 20-minute online interview in late November, before the final recipients are chosen in December.

How much can I apply for? When can I use the funds?

We will award grants of between £2500 and £5000. You can apply for any amount within this range - your application will be assessed on the quality of your project proposal and you will not be advantaged or disadvantaged based on the amount you request.

Funds offered will be confirmed in December 2023. The funds will be issued in instalments throughout the academic year. The funds must be spent in their entirety by the end of the calendar year (December 2024).

When can I apply?

Applications open in **early August 2023**. The deadline is **12pm 13th October 2023**.

No applications will be assessed before the deadline has passed.

Candidates will be notified by mid-November to let them know whether they have been shortlisted and invited for interview.

What can I use the funds for?

The bursary is intended to help you develop skills, enhance your student experience and support you to increase your employability. We are open to a variety of project suggestions for the bursary so you can select from a range of categories.

Below are some examples of activities suitable for using the bursary funds:

- Funding travel/accommodation for an overseas internship, work experience, or research trip
- Supporting the costs of completing an internship in the UK*

- Covering costs of a professional qualification or language course (under 6 months long); membership of a professional body
- Attendance at events, conferences and training courses
- Paying for additional specific equipment or software that will enable you to undertake freelance work in your area of interest
- Reducing the need for paid part-time work to free up time for volunteering or participating in student societies (e.g., taking on a committee role)

* If you are applying for this option, please clarify whether the proposed internship would be paid and how much - so we can understand the need for additional funds from this bursary.

You can apply for funds to cover more than one of these categories - for example, the cost of some software in addition to a relevant training course.

What can I not use the funds for?

This bursary is not intended to fund educational fees or standard maintenance costs.

The funds cannot be used to cover the cost of longer programmes (6+ months in length, such as a Law conversion course) and sandwich years - e.g. placement years in industry or a year abroad.

What information will I need to provide?

- Your personal details so we can match you up with our existing records, or verify your details with the Social Mobility Foundation
- Information on your household income and any existing financial support you receive
- Your ethnicity. Providing this is not mandatory, but we ask for it because we commit to a minimum of 60% of the selected cohort being from a Black or minority ethnic background, with at least 30% being Black students.
- A contact for an academic or employer who could be a reference if funds are offered to you
- An outline of your proposed project, and details of some skills and goals you'd like to achieve through completing it
- The total funds you are requesting - with a breakdown of how the funds would be spent

You can access some examples of the completed costs spreadsheet [here](#).

Things to remember:

- **Research is key** - we know you won't be able to have a full plan yet for what you'd spend the money on if you were successful - but we're looking for evidence of some research on your part.
- **Back-up plan** - if your plan for the funds is dependent on being accepted onto a scheme or the cooperation of another person/organisation, make sure you include a second or 'back-up' plan for what you could do with the funds instead if this doesn't happen.

- **Think about your goals** - we want these funds to enable activities that help develop skills and the employability of the recipients, so make sure you keep this in mind.

What have students used the funds for in the past?

Some examples of past student projects:

- Completing a volunteering project to support female workers in Costa Rica
- An ancient history research internship in Italy
- Volunteering to run philosophy sessions for primary-school children, and developing a resource that their university can use for schools outreach
- Attending an animal neuter clinic in Spain to support their aspirations as a veterinarian
- Attending pharmacy conferences and completing a short work shadowing placement during the summer

As you can see, there are a wide range of possible uses for the bursary. We can't wait to hear your ideas!

If you have any further questions, please get in contact with us at alumni@suttontrust.com.