

## **ADDENDUM TO UCDP - MSS 2020 FUNDING GUIDELINES: 1. i. ONCE-OFF GRANTS**

1. Applicants are advised to consult the NRF's **Thuthuka - 2022 Funding Framework** document which can be accessed under "Call Documents" on [www.NRF.ac.za/funding/](http://www.NRF.ac.za/funding/) and use Section 10 as a guide.
2. In drawing the budget, applicants must check whether or not any budget item is funded separately from the UCDP grant (refer to the **UCDP - MSS 2020 FUNDING GUIDELINES**); for example, local conference attendance (Activity 3) and international conference attendance (Activity 5) must be applied for under their Activity categories. These should not be included in the budget for once-off grants.
3. Items that are currently funded under the Thuthuka programme may not be funded from the UCDP once-off grants; **also** items that are NOT supported under Thuthuka (see "exclusions" in Section 10) may be funded from the UCDP once-off grants, provided the request is well-motivated.
4. Applicants should note that the total amount allocated per item may be capped by the UCDP Advisory Committee evaluating the budget submissions.
5. Budget requests must be well motivated and, where possible, supporting documentation such as quotes for requested funding (for example, license fees; professional editing services; etc.) must be submitted.
6. Check whether or not your university or Department funds any of the items you wish to include in your budget, for example, membership fees, license fees, etc. If not, indicate how you plan to pay for these in future since this is a once-off grant.
7. Applicants must also submit a developmental plan which spells out what their personal developmental goals are (for example, completing a PhD; applying for an NRF rating; etc.) and the expected outcomes for 2021. This should be approved and signed by the Head of Department.
8. Details of other sources of funding must be provided and, if the applicant already receives funding for the item, they must motivate why they need additional funding from the UCDP grant.
9. The approved grant will be transferred to the home institution and must be spent according to the internal policies and procedures of the institution.