



## FREQUENTLY ASKED QUESTIONS (FAQs) on URC funding (Faculty Strategic Intervention)

---

### 1. How do I apply for a URC grant?

Applications must be completed online via the link: <https://webapps.uj.ac.za/urc/public/login> using your UJ username and password. Kindly note that you need to **access the link using Chrome or Microsoft Edge** and NOT Internet Explorer. Manual applications for URC funding are no longer accepted.

### 2. Do I apply only for the 50% I need from URC, or for the full amount (100%) for the year towards the project?

You must submit an application for the full amount (100%) you need for your project in the financial year, and not only for the 50% from URC for successful applications. For example, if you need R100 000.00 for the project in the financial year, your application should reflect this amount 50% of the R100 000.00, that is, R50 000.00 from the URC, while your faculty/college will provide the remaining 50%, i.e. R50 000.00.

*The amount that reflects in your application “gets split 50:50” between faculty and URC.*

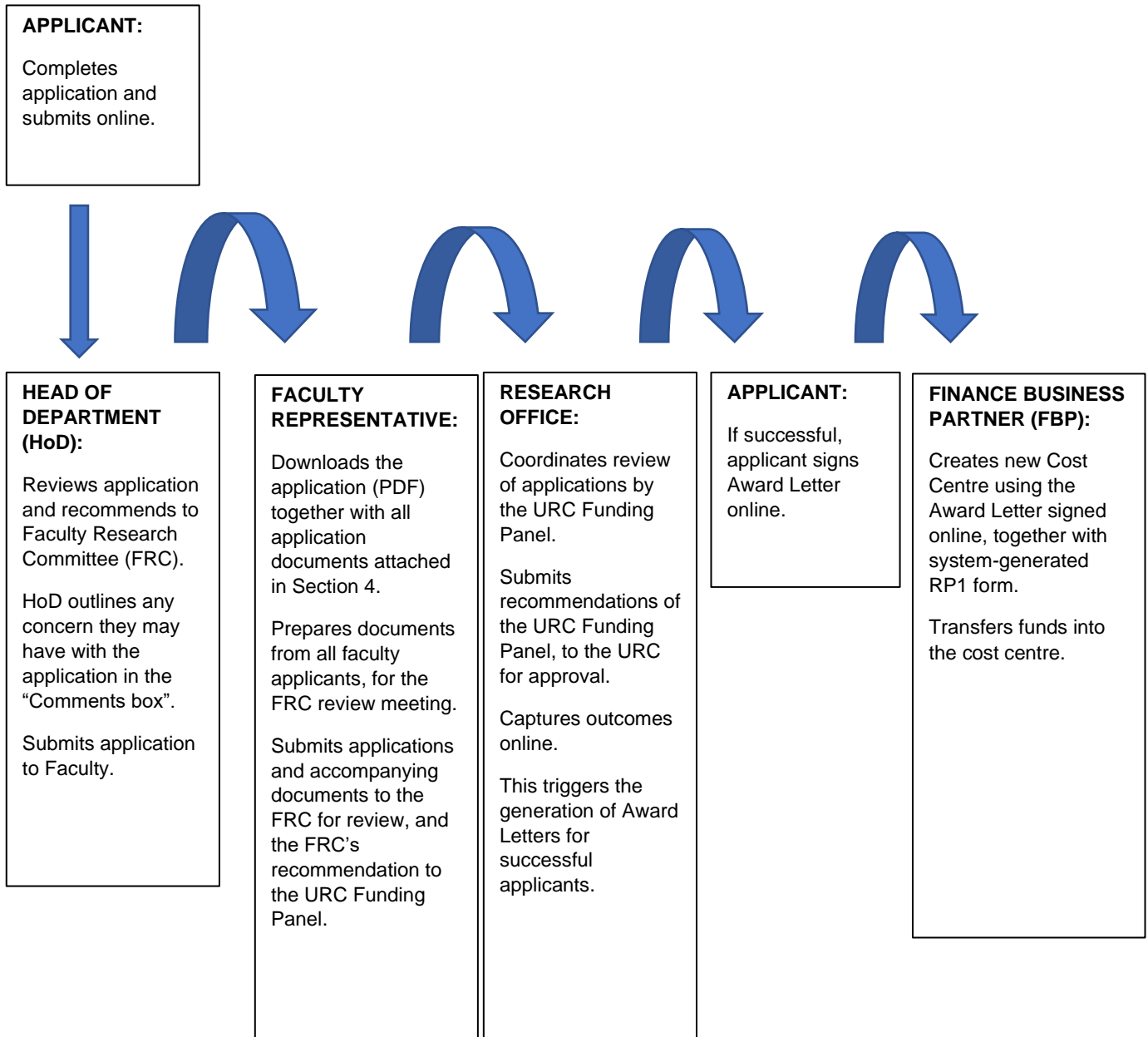
### 3. Is there a minimum and a maximum limit in terms of how much I can apply for?

Only proposals requiring a **minimum funding request of R20 000** (for the URC contribution) must be submitted to the URC for consideration.

A **maximum of R300 000 will be awarded** from URC per grant in the financial year. This amount includes both the request for running costs as well as small equipment.

#### 4. What happens to my application after I submit online?

Refer to the diagram below:



#### **5. Does URC grant roll-over to the following year?**

**No.** URC funds are not automatically carried forward to the next financial year unless a written motivation is submitted to the Research Office. The Research office will review in consultation with the Finance partners and submit recommendations for carryforward requests to the Chief Financial Officer (CFO) for approval.

#### **6. Can I use URC funding for teaching relief?**

**No.** Researchers may apply for teaching relief from the University Capacity Development Programme (UCDP) or the Accelerated Academic Mentoring Programme (AAMP).

#### **7. Can URC funds be transferred directly into my research trust fund?**

**No.** URC funds cannot be transferred into a trust account. The Finance Business Partner (FBP) assists grant recipients with creating a new URC research Cost Centre into which the URC grant will be transferred, once the relevant documentation has been signed online (i.e. URC award letter, and the RP1 form).

#### **8. Is there any flexibility for using URC funds for an activity that was not included in the initial proposal or for any scope of the project changes?**

**Yes.** However, you must submit formal request supported by the Executive Dean or Vice Dean: Research to the Research Office for consideration.

#### **9. How do I know if the faculty has contributed the 50% co-funding?**

The relevant faculty FBP is copied when the URC funding outcome is communicated to successful applicants. Kindly check with both the FBPs to ensure that the full budget is loaded into your URC cost centre.

#### **10. I did not get to complete the project during this academic year, can I still apply for URC funding for the next academic year?**

**Yes.** Researchers may apply for further funding to continue with the project, provided the faculty/college supports the application and the annual report for the previous funding period is submitted.

**11. Can I apply for URC funding more than once in the same academic year?**

**Yes.** Researchers may apply for URC funding more than once in the year, provided the application is supported by the faculty/college.

**12. Can I apply for URC funding for two different projects?**

**Yes.** Researchers may apply for URC grant for more than one project, provided these applications are supported by the faculty/college.

**13. Can I apply for URC funding even though my research project is partially funded by external sources such as the National Research Foundation (NRF) or international funders?**

**Yes.** Researchers may apply for URC funding to “top up” funding received from other sources. But note that the external funding will first be expended and, once exhausted, the URC funding may then be utilised.

**14. Can I apply for URC grant to fund a research equipment only, and not for the full research project?**

**Yes.** URC provides for funding for small equipment up to a maximum of R300 000.00. Researchers may apply for a URC grant to fund a piece of small equipment.

**15. Can I use a URC grant for postgraduate student bursaries or postdoctoral fellowships?**

**No.** Request to support postgraduate students and/or postdoctoral fellows must be directed to the Postgraduate School.

**16. How and when do I report on my URC-funded project?**

The Research Office will provide you with a template for the submission of a progress report. The due date for submission is indicated in your award letter.

*In future, progress reports on URC funded projects will be submitted online. Communication will be shared on this matter as soon as the system is ready.*