
RIBA Part 1 Bursary 2024

Information and Guidance Notes for Applicants

Background

The aim of the RIBA Part 1 Bursary scheme is to provide long-term financial support to Part 1 architecture students, who demonstrate talent and commitment to their studies and who might struggle to cover the costs of living and course-related expenditure.

Successful applicants studying full-time will receive £1,000 per term throughout the second and third years of their Part 1 to a maximum of £6,000. Successful part-time applicants, or those studying a course with a placement year included, will receive the same maximum amount in payments proportionate to the length of studies.

As part of the RIBA Part 1 Bursary offer, we are pleased to confirm the availability of one **RIBA Goldfinger Bursary** in the 2024 application cycle. This bursary will follow the same selection criteria and offer the same support as the RIBA Part 1 Bursary but will prioritise applicants with a background currently underrepresented in the architectural profession.

Applicants identifying with, and demonstrating, one or more of the following backgrounds will be prioritised for consideration for the RIBA Goldfinger Bursary:

- An underrepresented racialised group (this would be any applicant from a non-white background, including traveller and gypsy communities)
- A socio-economically disadvantaged household
- Being the first in their family to attend university

If applicants identify with any of the above backgrounds, they may choose to be considered for the RIBA Goldfinger Bursary as part of their RIBA Part 1 Bursary application (details in the application form.)

The RIBA Goldfinger Bursary is made possible thanks to a generous donation from the family of Ernö Goldfinger. The remaining RIBA Part 1 bursaries are made possible thanks to generous donations by the Rosenberg Memorial Fund, the WJ Parker Trust, and individuals, corporate partners, and trusts and foundations to the RIBA Education Fund.

In 2024 we have 5 RIBA Part 1 Bursaries and one RIBA Goldfinger Bursary available.

Eligibility criteria

To be eligible to apply, applicants must be enrolled in the first year of a RIBA Part 1 course in the UK.

Successful applicants will be required to confirm the completion of their first year before funds are released.

Home, EU, and International students are eligible to apply.

Selection criteria

Applications will be assessed by members of the RIBA Education Development Group. This is an expert working group tasked with overseeing the allocation of grants, awards, and bursaries

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from the RIBA Education Trust Funds, in accordance with the objectives attached to each fund, and as delegated by the RIBA Education and Learning Committee.

The assessors will use the following criteria to select the successful applicants:

- Evidence of academic potential and merit
- A demonstration of financial need
- A clear consideration of their future goals and aspirations as an architecture student, and how they hope to achieve them

Submitting an application

To apply for this scholarship, you will need to submit an online application via the Good Grants application platform: <https://riba.grantplatform.com>

You must complete all required sections of the online application form, which has been designed to ensure the assessment panel have all necessary and relevant information to assess the applications. The assessment panel will base its decision on household income and financial need, as well as demonstrable academic ability and merit.

Please see below further guidance on key sections of the application form:

- **Section 4: Household income assessment**
 - To help our assessors determine your household income and financial need, we have requested certain information regarding the annual income of your parent(s) or spouse/partner (if applicable), details of any dependants (if applicable), and your financial resources for the 2024/25 academic year.
 - If your parent(s) or spouse/partner need to provide their annual income, they should provide their net income for both the current and forthcoming year.
- **Sections 6&7: Income and Expenditure for 2024/25**
 - The income and expenditure details you provide should relate to the academic year of the bursary (2024/25) however, we understand that your income/expenditure for this year is unlikely to be confirmed at this point. Where possible, please provide accurate estimations based on your income/expenditure for 2023/24 and if you expect this to change next year, explain this in the application form.
 - If you are living with a partner, your income and expenditure listed should be for the whole household.
 - Rent/mortgage payments should be calculated for the 10-month academic year; if you intend to pay rent for a 12-month period please note this in the online application form.
 - Do not include your accommodation deposit in this section. As it is money that you will receive back at the academic year, the assessors will not consider this as expenditure.
 - Only give your proportion of utility bills where you will be sharing your accommodation.
 - The assessors usually only accept travel costs for public transport to/from university, travel for project work and for UK students one return journey from your home each term. (For EU and International students, one trip home per year is accepted.) If your travel costs are high because your travel costs exceed this, you are required to explain this in the online application form.
 - The assessors only take account of car or motorbike ownership costs in exceptional circumstances.

- You should make it clear whether any specific one-off items of expenditure (such as field trips, course costs or equipment costs) have already been paid for or still need to be paid.
- The assessors do not normally make any allowance for debt repayment or debt interest. If there are exceptional circumstances, such as a formal debt repayment arrangement with a lender, and you think they should consider these, you are asked to explain this in the online application form.
- If you have savings, you should include these in your income declaration. If you are not able to use these towards your costs, please specify your reasons in the personal statement.

Supporting documents

You are required to upload the following supporting documents in the online application form: Items 1, 2, 3, 5, and 7 are required documentation and items 4, 6, and 8 should be provided if applicable to you. Documents must be uploaded as either PDF or .doc files.

1. Proof of enrolment in your current course (e.g., a letter from your university's registry department)
2. Five pages of design work in one PDF and at high resolution
3. A letter of endorsement written by your Part 1 Year/Studio tutor, commenting on your academic performance to date and your commitment to your studies
4. Confirmation from Student Finance (England/Wales/NI) or SAAS, or grant provider, confirming the total sum made available to you in the current academic year 2023/24 (optional - to be provided if applicable)
5. Copies of the most recent bank statements for all accounts (including credit cards and savings accounts) held for the last full month, collated into one document.
6. Confirmation of any other funding, including bursaries, scholarships, and grants etc. (optional - to be provided if applicable)
7. Tenancy/mortgage agreement confirming your current share (if you have confirmation of your tenancy for 2024/25, please include this agreement instead). If you are not formally paying rent, please provide evidence of any contributions you are making, e.g., a letter from a parent or guardian noting the monthly amount
8. If your parent(s) and/or spouse provided their income details in the 'Household Income Assessment' section, please provide a copy of their most recent payslip (optional - to be provided if applicable)

Guidance for referees

It would be useful for your Part 1 Year/Studio Tutor to comment on the following in their letters:

- the applicant's academic performance and achievements to date
- the commitment they have to their studies
- their potential contribution to the profession
- any other reasons you may have for recommending this student for the bursary

Application process and deadline

Applications must be submitted via <https://riba.grantplatform.com> by the deadline of **15:00 (BST) Friday 3 May 2024**. **You will NOT be able to submit an application after this time.** You will receive an automatic email notification upon submission of your application.

Following the deadline, the application process will follow the timetable below:

Processing/assessment of applications	Throughout May 2024
Recipients notified:	June 2024

The first instalment of funding will be available in October 2024, providing the recipient has confirmed their continued enrolment.

Confidentiality

All information provided in the applications will be treated in the strictest confidence, in line with the RIBA Privacy Policy: architecture.com/about/privacy-policy

Contact

If you have any issues with the online application system, or any questions about your application, please email student.support@riba.org. Please note, this email address is monitored Monday-Friday, 09:00-17:00 (BST).