

FACULTY OF ORIENTAL STUDIES

A BRIEF GUIDE TO APPLYING FOR FUNDING

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LIFE CYCLE OF AN APPLICATION

APPLICATION PROCEDURES	TIMELINE
<p>Have an exciting idea.</p> <p>Get in touch with the Research Facilitator (thea.vidnes@humanities.ox.ac.uk) and/or the Research Director (marilyn.booth@orinst.ox.ac.uk) for a preliminary discussion of your idea. They will help you to identify funding schemes, formulate your proposal, and work out the budget. The sooner you do this the more they can help.</p> <p>If you have a college post or a joint appointment you will also need to discuss this with your senior tutor.</p>	<p>Anything from 5 weeks to one year before the deadline, depending on the scale of the project.</p>
<p>Once you plan to make the application, refer to the Faculty’s Research Application Process (<insert link>), then submit an ‘outline/initial application’ to the Research Director. As part of this, be sure to secure written approval from your subject group, and, where it applies, from your mentor.</p> <p>Talk to your colleagues and/or mentor about your research ideas.</p> <p>Let your college know that you plan to make an application that may require research leave (make sure to forward college approval to Research Facilitator, they will need this).</p> <p>Work on the application, which may take time and several drafts. The research facilitator will help you with this by reading drafts. Where available, they can show you examples of successful applications, as well as offer advice based on the sorts of applications that have had success with the schemes that you are applying for. You can send a draft to the facilitator as soon as you have one. The research facilitator will also work out the formal budget.</p> <p>Show your research proposal to your colleagues; the more people you get to read it the better sense you will have about the parts of the proposal that need work.</p>	<p>Drafting the application.</p>
<p>Send your application to Research Facilitator, they will forward it to the Research Director and the Head of Administration and Finance for Faculty approval.</p>	<p>4 weeks before the funder’s deadline.</p>
<p>Now you can submit your application through the funder’s online application portal. This needs to be done at least 5 working days before the deadline because it needs to be approved by the university’s Research Services.</p>	<p>1 week before the funder’s deadline.</p>
<p>After a long wait the funder will let you know the outcome of your application.</p> <p>Congratulations or commiserations, either way you should let the Research Facilitator know as soon as you find out.</p> <p>If your application is unsuccessful this is not the end: there are probably many more schemes that you could apply under and there is a good chance that by reformulating the proposal you will have success with one of them.</p>	

Some schemes (e.g. many of the AHRC schemes) will have an interim stage where you are asked to submit a response to the reviewers of your application. The research facilitator is happy to help you to draft this.

(depending on funder, one week turnaround)

WHAT CAN YOU APPLY FOR? FUNDERS AND SCHEMES

The Research Facilitator is here to help you to decide what funder and scheme would suit you best.

Main Funders

The main funders are as follows.

- (i) **Arts and Humanities Research Council (AHRC)**: one of the six research councils of the UK, focussing on funding research in the arts and humanities.
- (ii) **British Academy**: the UK's national body for the humanities and social sciences, funding research in these areas.
- (iii) **Leverhulme Trust**: a charity supporting research in all fields except medicine.
- (iv) **Wellcome Trust**: funds humanities research in its medical humanities programme. Proposed research needs to be at the interface of medicine, health-related sciences and the wider humanities;
- (v) **European Research Council (ERC)**:¹ funds large research projects that can be international and collaborative for researchers at various career stages;
- (vi) **Marie Curie Fellowships**: the European Commission¹ operates several schemes, most notably the Marie Curie fellowship scheme, which allows foreign academics to work at a UK institution or *vice versa*.

These main funders operate different schemes, but in general they can be divided into **fellowships**, **project grants**, and **research networks**.

Internal University Funding

The University's main scheme for internal funding is the **John Fell Fund**. You can apply for grants to help develop your research: for start-up grants, and to fund the sort of preliminary research needed before you can make an application to an external funder. The application deadline is Wednesday, noon, 0th week each term. Applications are made online through IRAMS (<https://irams-bp.it.ox.ac.uk/LandingPage/LandingPage>)

There are two award schemes.

- (i) **Small Award Scheme**, up to £7,500.
- (ii) **Main Award Scheme**, over £7,500. There is no upper limit on the value of awards, but the higher the sum requested, the more exceptional the case will need to be.

¹ Despite the EU referendum, applicants at UK higher institutions can still apply until the last formal day of Britain's EU membership. Currently, this is likely to be at some point in 2019, so applications can be made to any scheme with a deadline beforehand. The government has guaranteed that it will underwrite any EU awards currently ongoing or being awarded up until the exit day. Afterwards, the UK's participation in EU funding programmes depends on the agreements reached.

To apply for this you will need to be a current employee of the collegiate university holding an academic post, or a research fellowship awarded competitively and intended to enable the holder to establish an independent research career (e.g. Royal Society University Research Fellows, Junior Research Fellows).

Specialist Funders

There are also many specialist funders who support a variety of research activities, although they often operate under very specific criteria and usually have only limited funds available. The amount of funding available through these schemes varies greatly (they may have quite small or quite large pots of money). Some examples are:

- (i) **British Institute at Ankara:** the British Institute at Ankara supports, enables and encourages research in Turkey and the Black Sea region in a wide range of fields including archaeology, ancient and modern history, heritage management, social sciences and contemporary issues in public policy and political sciences.
- (ii) **Gerda Henkel Foundation:** concentrates its support on the historical humanities, mainly: Archaeology; Art History; Historical Islamic Studies; History; History of Law; History of Science; Prehistory and Early History. However, it is also increasingly addressing issues of great relevance to contemporary life and the future.

PREPARING AN APPLICATION

If you have an idea for a research project the first thing you should do is contact the Research Facilitator to discuss it. This is usually done in a one-to-one meeting and your facilitator will be happy to arrange a time to come to your college or to the faculty. The Humanities Division also runs frequent training events on the different schemes. These can be very useful to help shape your initial research ideas.

It is not necessary to have a draft of a project before meeting with the research facilitator. These early meetings are to allow you to discuss ideas and suitable schemes. Questions you might want to ask yourself in advance are:

- Do you want to conduct this research on your own or with another academic?
- Do you want to collaborate with anyone?
- Do you want/need a research assistant (and perhaps a DPhil student)?
- How long do you envisage the research might take?
- Are there any additional research costs, for example for travel, equipment?
- When do you want to start?
- What is the aim of the research programme?

Once there is a clear sense of the proposed programme, it will be easier to decide which funder and which scheme might be most appropriate. Each funder has different views on what is fundable and on how an application should look. Your Research Facilitator will be able to advise you on the criteria of the different schemes, the deadlines, and any application requirements. She will work with you on the project budget, read and comment on different drafts, and help devise a timescale for the overall application process from draft to submission.

You will probably need to write several drafts of your research proposal, following feedback from the Research Facilitator, colleagues, and mentors. It's therefore very important that you allow enough time between expressing an interest in a certain scheme and that scheme's deadline. It's also important to remember that most funders require formal institutional approval for any application. This acts as insurance: the funding body

is assured that the application is made with the knowledge of the host institution, and the University commits to hosting the project should an application be successful. For the smooth running of this step, the **University's Research Services deadline is 5 working days (or 10 days for ERC grants) before the funder deadline** to allow time should the application need to be returned for changes.

FUNDERS AND SCHEMES: FLOWCHART

What sort of project are you looking to do?				
Putting on a conference Travelling to libraries or collections Research costs	Writing a book Teaching buyout Individual project	Major project Collaborative project Team of people Research assistant(s)	Pilot project Preliminary research for future projects Scoping the feasibility of new research ideas	Networking International exchange Other
Some schemes that might suit you				
<ul style="list-style-type: none"> • John Fell Fund • British Academy and Leverhulme Small Research Grants • British Institute in Ankara (BIAA) 	<ul style="list-style-type: none"> • AHRC Leadership Fellows • British Academy Mid-career fellowships (within 15 years of PhD) • British Academy Senior research fellowships • British Academy Wolfson Research Professorships • Marie Curie individual fellowships • Leverhulme Research fellowships and Major research fellowships • Leverhulme International academic fellowships • Leverhulme Emeritus Fellowships • Wellcome Trust Research Fellowships in humanities and social science • Gerda Henkel Research Scholarship 	<ul style="list-style-type: none"> • AHRC Research grants • ERC Starting grants (2 to 7 years from PhD) • ERC Consolidator grants (7 to 12 years from PhD) • ERC Advanced grants (applicants leaders in their field and must demonstrate significant achievement in the last 10 years) • Leverhulme Research project grants • Wellcome Trust Collaborative awards in humanities and social science • Wellcome Trust investigator awards in Humanities and Social Science • Gerda Henkel Research Project 	<ul style="list-style-type: none"> • John Fell Fund • British Academy and Leverhulme Small research grants • British Academy International partnership and mobility scheme • Wellcome Trust Small grants scheme 	<ul style="list-style-type: none"> • AHRC Research networking • AHRC Follow-on fund • Marie Curie innovative training networks • ERC Proof of concept • Marie Curie co-funding of regional, national and international programmes • Leverhulme Visiting professorships • Wellcome Trust Seed awards in humanities and social science

FUNDING CALENDAR

Scheme	Deadlines	Notes
Leverhulme Trust project grants	2 stage process. No deadline for 1 st stage.	£500k for up to 5 years for research projects.
AHRC research grants	No deadline, but earliest start date for a project should be no earlier than 9 months after submission to the AHRC.	£1 million for up to 60 months for a research project; requirement of at least one collaborator.
AHRC leadership fellows scheme	No deadline, applications take 6 months to process.	£250k for up to 18 months for a research project; full-time and part-time element; also requirement for leadership and impact activities.
AHRC research networking scheme	No deadline, applications take 6 months to process.	£45k for up to 2 years; support for discussion and exchange on specific themes, issues or problems
AHRC follow-on funding for impact and engagement	No deadline.	£100k for up to 12 months to pursue new impact opportunities arising out of a prior AHRC grant.
ERC Advanced	Variable, but the end of August in 2017	€2.5 million for up to 5 years.
Marie S. Curie Individual Fellowships	End of August/ beginning of September	For non-UK scholars coming here to spend up to 24 months on a project.
British Academy mid-career fellowships	mid-September	One-year fellowships; 12-15 years post-PhD.
British Academy postdoctoral fellowships	early October	Within 3 years of viva; 3-year duration.
British Academy/Leverhulme small grants	October	£10k for up to 24 months for small-scale projects, e.g. pilot studies, preliminary research.
ERC Starting	October	€ 1.5 million for up to 5 years.
Leverhulme Trust research fellowships	early November	£50k for up to 24 months; budget for teaching replacement and research expenses.
Leverhulme Trust International academic fellowships	early November	£40k for up to 12 months to spend abroad to establish new collaborations and acquire new skills.

British Academy/Leverhulme Trust senior fellowships	November	One-year fellowships with costs covering a teaching replacement.
British Academy Rising Star Engagement Awards	November	For early career scholars within 10 years of doctorate to enable public engagement and career development skills, e.g. event organising, mentoring.
Wellcome Trust Research Fellowships in Humanities and Social Science	2 rounds, July and January	Supports postdoctoral researchers in health-related humanities who do not hold established academic posts.
Wellcome Trust Investigator Awards in Humanities and Social Science	2 rounds, July and January	Under £300k to £1 million for researchers in established posts at all career stages working on important questions of relevance to health.
Leverhulme Trust emeritus fellowships	February	£22k for research expenses for retired staff to pursue research project.
ERC Consolidator	February	€ 2 million for 5 years to researchers with 7-12 years of experience since PhD.
Leverhulme Trust early career fellowships	late February/early March	3 years with the Leverhulme paying 50%; max. 4 years post-viva.
Newton International Fellowships (British Academy and Royal Society)	February/March	For non-UK early career scholars to spend time here and benefit from local academic environment; up to 2 years with maintenance grant.
Leverhulme Trust visiting professorships	May	For non-UK scholars to spend up to 12 months here, primarily to benefit the host institution.
Leverhulme Trust Major Research Fellowships	May	2-3 years; for well-established and distinguished researchers; funding replacement salary costs.
Gerda Henkel Research Project grants	2 rounds, June and November	24 months; for a research team (i.e. more than one, covers costs of personnel, travel and materials.
Gerda Henkel Research Scholarships	2 rounds, June and November	1-24 months; funding for a single scholar working on own project, plus travel and materials costs.