

**Institute of Humanities and Social Sciences (IHSS)
Large Grant Seed-corn Fund
Guidelines 2020-21 | Information for Applicants**

Background:

The Faculty of Humanities and Social Sciences is committed to fostering a vibrant and supportive research environment to build a long-term sustainable research culture. The Faculty seeks to foster a research environment that enables academic staff to develop research expertise and interests that are consistent with our values and strategic aims.

To this end, the Faculty supports a seed-corn funding scheme in 2020/21 under the rubric of the Institute for the Humanities and Social Sciences. The seed-corn fund provides support to academic staff at various stages of their career, and its primary purpose is to pump-prime research leading to the submission of large, externally funded research applications. A primary aim of this scheme is to enable academics to develop a full proposal for submission to an external funder. The expectation is that such applications should be clearly identified and formulated in the application and should be substantial in nature and in value (from around £350,000 and above).

A **teaching buy-out option** has been introduced that can be requested as part of the eligible costs to prepare a large grant application to **UKRI research council** schemes.

Applications for buy-out can be made to the scheme (for eventual research application proposals for around £350k or more) with approval needed from the Head of School and Director of Research. The maximum amount to be applied for is **up to £3,000**. The funds would be used to buy-out some teaching hours within modules, marking or seminar preparation. This only applies for UKRI response mode grant applications.

In their applications, all applicants should describe their plans for submitting such a grant application. Although the quality of the research proposal and potential outputs are of paramount importance, under this scheme projects with the clear potential to attract larger sources of external funding in the future will be prioritized. All applications should state clearly how they contribute to the Faculty research environment and objectives.

- Eligibility:** All academic staff with research responsibilities in the Faculty of Humanities and Social Sciences are eligible to apply. Please note: this scheme is not open to PhD students
- Duration:** Projects must be completed no later than 31 July 2021. There is no minimum project duration.
- Funding:** Two options are available:
1. Request for up to £2,000 to support proposed project activities (pilot studies, data collection, travel, workshops and etc.)
 2. Request for up to £3,000 for buy-out from teaching. If you are applying for this option, applicants must secure approval from their Head of School and Director of Research.
- Deadline:** **6pm, Friday 5 June 2020**

Email completed applications as either one PDF or one Word document to ihss@qmul.ac.uk

Procedure for applying for Seed-corn funding support:

Applicants must complete the *Seed-corn Funding Application Form*.

Procedures for seed-corn funding applications:

1. Bids may be submitted at any time prior to the deadline to Nenna Chuku (ihss@qmul.ac.uk) as a word document.
2. Applications will be considered after the deadline, by the Faculty Vice-Principal, Dean for Research, IHSS Director and Faculty Research Manager.

Reports:

Successful applicants are required to submit a brief one page report within 12 months of any award, specifying the outcome/product or progress of the research.

Guidance Points for Application

Section 2: Project/activity details:

- 2.8 Should include the nature of the work planned
- 2.9 Why the activity is important for the applicant(s) and how it fits with Faculty priorities
- 2.10 Details of your proposed research methods.
- 2.11 Timescales for the project/activity with a clearly defined end date
- 2.12 Expected outputs/deliverables within the short term and longer term.
- 2.13 How it will lead to a full funding application, and specification of the concrete plans for doing so (funding body and programme where appropriate, approximate value of application, identification of research partners, where appropriate).

Section 3: Project/activity budget:

- 3.1 A breakdown of the project budget and what is being requested from the Seed-corn fund. Applications may include a request for support towards the following categories, associated with the research project:
 - The cost of equipment/software.
 - The cost of consumables.
 - Travel and subsistence costs.
 - Fees for research assistance (e.g. technical support and data collection).
 - The cost of teaching buy-out if applying for that part of the scheme.
- 3.2 If applying for teaching buy-out, a clear description of what activity will be bought-out.
- 3.3 Who else has been approached for support?
- 3.4 What is the nature of that support (amount and towards which parts of the cost)?
- 3.6 Would the project/activity still be able to go ahead without Seed-corn funding support? If yes, then what added value will the Seed-corn fund support bring to the project/activity?