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**Institute of Humanities and Social Sciences (IHSS)**

 **Large Grant Seed-corn Fund**

**Guidelines 2021-22**

**Deadlines: 12 noon, Friday 10 December 2021- & Friday 4 February 2022**

**Information for Applicants**

**Background:**

In recognition of the challenges created for researchers by the COVID-19 pandemic the Faculty of Humanities and Social Sciences has committed further funds to be made available to academic staff to support individuals at various stages of their career.

The Large Grant Seed Corn funding scheme, overseen by the Institute for the Humanities and Social Sciences, is now launched for a further two rounds in 2021/22. The limit to the funds available per application has been raised to £5000.

The fund’s primary purpose remains to pump-prime research leading to the submission of large, externally funded research applications by enabling 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 (£350,000 and above).

All applications should state clearly how they contribute to the Faculty research environment and objectives.

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| **Eligibility:** | All academic staff 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 2022.** There is no minimum project duration.  |
| **Funding:**  | Applications for up to £5000 are invited. |
| **Deadlines:** | **12 noon Friday 10 December 2021****(Decision to applicant by early January)****12 noon Friday 4 February 2022****(Decision to applicant by mid-February)**Email completed application forms as either 1 PDF or 1 Word document to:ihss@qmul.ac.uk |

**Procedure for applying for Seed-corn funding support:**

Applicants must complete the *Seed-corn Funding Application Form*. All applications must address the following:

**1. The project/activity:**

(a) A title and summary of the nature of the work planned.

(b) Why it is important, for the applicant(s) and its’ fit with School and Faculty priorities.

(c) Research context and methods.

(d) Timescales for the project/activity with a clearly defined end date.

(e) Expected outputs/deliverables, within the short term and longer term.

(f) 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).

**2. Finances/Budget -** *this section requires the following information:*

1. A breakdown of the project budget and what is being requested from the Seed-corn fund.
2. Who else has been approached for support? What is the nature of that support (amount and

towards which parts of the cost)?

(c) Would the project/activity still be able to go ahead without Seed-corn funding support?

(d) If yes, then what added value will the Seed-corn fund support bring to the project/activity?

Applications may include a request for support towards the following categories, associated with the research project:

1. The cost of equipment/software.
2. The cost of consumables.
3. Travel and subsistence costs, in line with [QMUL’s Expenses Policy.](http://www.arcs.qmul.ac.uk/media/arcs/policyzone/QMUL_Expenses_Policy_November-2018-v2.pdf)
4. Fees for research assistance (e.g. technical support and data collection). Please consult your School finance/resources manager/Research Manager for advice on costings.

**Procedures for seed-corn funding applications:**

1. Bids may be submitted at any time prior to the deadline to **ihss@qmul.ac.uk** as a **word or PDF document**.
2. Applications will be reviewed by the VP HSS, Dean for Research and IHSS Director.

**Reports:**

Successful applicants are required to submit a one-page report within 6 months of the award, specifying the outcome/product or progress of the research.