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

**GUIDELINES 2023 - 24**

**Large Grant Seed-corn Funding Scheme**

**Application deadline:**

**2nd round Friday, 10 May 2024, 12 noon** for the projects between 1 August 2024 and 30 April 2025

**Background**

The Large Grant Seed Corn funding scheme’s 2nd round, overseen by the Institute for the Humanities and Social Sciences, is now launched. The maximum amount per application is £5,000.

The fund’s primary purpose is 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 value (£350,000 and above).

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

1. Equipment/software.
2. Consumables.
3. Travel and subsistence, in line with [QMUL’s Expenses Policy.](https://arcs.qmul.ac.uk/media/arcs/policyzone/Expenses-Policy.pdf)
4. Fees for research assistance (e.g., technical support and data collection). Please consult your School’s Finance/Resources Manager/Research Manager for advice on costings and ensure any on-costs are included in salary costings.
5. Teaching buy-out for the 2nd round applications (10 May 2024 call) only. Subject to approval by the Head of School.

All costs must comply with QMUL [financial policies and procedures](https://www.qmul.ac.uk/finance/intranet/policies-procedures/).

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| **Eligibility:** | All academic staff on Research or Teaching and Research contracts 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 take place between 1 August 2024 and 30 April 2025 for the 2nd round applications.  There is no minimum project duration. |
| **Funding:** | Up to £5000. |
| **Deadlines:** | 2nd application round: Friday, 10 May 2024, 12 noon (with a teaching buy-out option).  The decision will be emailed to the applicant by the end of June 2024. |

**Application procedure**

Applications may be submitted at any time prior to the deadline to [**ihss@qmul.ac.uk**](mailto:ihss@qmul.ac.uk)**.**

Applications will be reviewed by the Dean for Research, Deputy Dean for Research Impact, Faculty Strategic Research Manager and IHSS Director.

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

(c) How the project contributes to the Faculty research environment and objectives.

(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***:*

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) Whether the project/activity would still be able to go ahead without Seed-corn funding support

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

*The award cannot be carried over to the following year nor transferred to any other funding received from the Faculty or the School. The award can only be used for research activities that are outlined in the Seed-corn Funding Scheme Application Form.*

**Reports**

Successful applicants are required to submit a one-page report within two months of the project completion, specifying the outcome/product or progress of the research to [**ihss@qmul.ac.uk**](https://qmulprod.sharepoint.com/sites/IHSS/Shared%20Documents/2022-23/Funding%20Schemes/Large%20Grant%20Seed%20Corn%20F%20S/Application%20Forms%20and%20Guidance/18%20November%202022%20call/ihss@qmul.ac.uk).