**Nahrein Network **

Research Grant Proposal

Grants of up to £30,000 (FEC) for collaborative, interdisciplinary research on themes that encourage the sustainable development of history, humanities and heritage in Iraq, Lebanon and Turkey – please see section 3 for details.

Open to academic and non-academic applicants.

Please note that we **cannot** fund archaeological fieldwork, architectural projects or projects that involve working with children.

Applications may be completed in English, Arabic or Turkish. The deadline for submitting applications for this funding call is **15 November 2019.**

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1. **Title of the proposed research project:**
2. **Start date and duration**

Grants will be awarded to support individual research projects of between 6 to 18 months in duration. Projects **must** be completed by the end of **December 2020.**

Proposed start date:

Duration of the grant (6–18 months):

1. **Eligible research topics:**

Grants are intended to support well-defined projects between Iraqi, Lebanese or Turkish researchers **and** UK partners or led by Iraqi, Lebanese or Turkish researchers (grants up to £30,000 FEC). We seek to fund projects of the highest quality and standards that will lead to significant advances in creativity, insights, knowledge and understanding. They must be of interest and value both to the research community and in wider contexts where they can help to achieve the Network’s aims.

Our definition of ‘cultural heritage is broadly defined but please note that we **cannot** fund archaeological fieldwork or architectural projects.

Research projects should be designed to fulfil **at least one** of the Network’s aims. Please read the following descriptors carefully and tick those that apply

1. *To better understand the current situation.* We fund research on the modern history of Middle Eastern antiquity, archaeology and heritage in the region. We fund archival research and oral histories of the politics of the region's past. Projects may cover any period in the past two centuries from Ottoman times to the present. We also fund sociological and anthropological research on current attitudes to antiquity, archaeology and heritage in Iraq, Lebanon and Turkey, for instance through polling, focus groups, and interviews. We particularly encourage work on the roles and treatments of women and minority groups.
2. *To raise the profile of local expertise.* We fund research on how to produce the next generation of Middle Eastern researchers on local Middle Eastern antiquity. This may include (but is not limited to) developing and testing university-level teaching materials, in Arabic and/or other Middle Eastern languages. We particularly welcome work that promotes core research skills of post-excavation identification, decipherment and analysis of archaeological finds, through ancient languages and scripts, images, and objects.
3. *To improve the job prospects of the region's youth.* We fund research with teachers, students, ministries and/or employers to identify the most needed and valued humanities-based skills and attributes in the Middle East’s modernising economy. We also fund research on helping to better prepare school leavers for university humanities courses, and projects to develop locally effective university-level teaching of transferable humanities skills. Work funded under this heading must also engage somehow with Middle Eastern antiquity and/or cultural heritage.
4. *To help heritage organisations better serve local needs.* We fund research that enables Middle Eastern museums, archives, cultural heritage sites to contribute to local tourism and knowledge economies. We fund research to better understand local audiences’ interests, needs and obstacles to engaging with heritage. We also fund projects to develop re-usable, adaptable case studies in public education, whether in museums, on UNESCO World Heritage sites, or other cultural centres. Resources may be for use on location and/or in print, broadcast, and online media. Under this theme we also fund work on advocating for the social and economic importance of cultural institutions in local and regional development.
5. *To help post-conflict healing and reconciliation.* We fund research on post-conflict themes of common interest to antiquity and modernity, such as: exile, diaspora and return; cultural memory and forgetting; local, national, and regional identities and interactions; living together; legal systems and personal rights; We fund local NGOs and community groups to use antiquity and heritage as a channel for public engagement of issues around post-conflict reconciliation and change.
6. **Applicants:**

Add additional rows as necessary

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Role** | **Name** | **Organisation** | **Division or Department** | **How many hours a week will the investigator work on the project** |
| **Principal Investigator** |  |  |  |  |
| **Co-Investigator** |  |  |  |  |
|  |  |  |  |  |

**Academic Affiliation & Status:**

The Principal Investigator (PI) and one or more Co-Investigators (Co-I) must be postdoctoral researchers (or equivalent) who are employed by, or have an official connection with:

* a UK, Iraqi, Lebanese or Turkish Higher Education Institution (i.e., a university or similar organisation)

or

* a non-academic organisation (e.g. cultural heritage organisation, NGO, community group) in the UK, Iraq, Lebanon or Turkey, with a demonstrated capacity to conduct research.

We may request proof of the applicants’ affiliations.

Applications must be led by an Iraqi, Lebanese or Turkish researcher and do not need UK collaborators.

Please note: International applicants from non-Development Assistance Countries (DAC) are not eligible to act as PIs but can be named as Co-Is. Their research activities will be funded as indicated below (section 9).

**Research Organisation Letter of Support (maximum 1 page A4)**

You should include a letter signed by the Principal Investigator’s **Head of Department, Director of Research, or similar position of authority,** endorsing the application. The letter must demonstrate the willingness and capacity of the institution to provide the support required to manage the project, including any proposed financial contributions; support for the career development of researchers involved in the project; and access to appropriate support facilities.

**Summary Curricula Vitae**

The Principal Investigator and any Co-Investigators and/or named researchers should each provide the following details (copy headings onto additional pages as necessary). **Please do not add any additional information to that requested.**

Name:

Education:

Employment history:

Academic responsibilities:

Any relevant research grants:

Key publications/research outputs over the last five years:

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Name:

Education:

Employment history:

Academic responsibilities:

Any relevant research grants:

Key publications/research outputs over the last five years:

1. **Research Proposal (in 2 parts)**
2. **Summary of Research Proposal**

Describethe proposed research in a way that could be publicised to a general audience [up to 300 words]

1. **Detailed proposal**

**Please provide a longer description in an additional document** [up to 2000 words]

This is perhaps the most important part of the application form. Please think carefully about it, and ensure that you explicitly address ***all*** relevant matters:

**Research question/problem and Context** What is the research question or problem that your project will set out to solve? What is the context for this question or problem: how did it come about, and what relevant work has been done, by you or others? What other research is being or has been conducted in this area and how will the project add distinctive value to this work and advance the field? What contribution will the research project make to improving, enhancing, or developing creativity, insights, knowledge, understanding and /or data/evidence in your chosen area of study?

**How the research will meet the Network’s aims** How specifically will the research project contribute to the aims of the Nahrein Network? Please see section 3 for details.

**Methodology and project management** How will you set out to answer the question or problem: what methods will you use, and how will you manage your resources, researchers, and time? What roles will members of the core team undertake? How will work undertaken in-country be coordinated, and relationships sustained, particularly given the practical challenges that might be faced? Is there sufficient experience of managing research funding and in-house availability of financial management processes. What policies and approaches will be in place to prevent, report, mitigate and control risk, fraud and corruption?

**Ethical considerations** How will specific issues in relation to ethics, safety and risk be identified and dealt with? Please pay particular attention to the cultural contexts, legal/regulatory frameworks, access and resource issues within the area(s)/ places in which the research project will be supporting research and in which partners will be working, and how these may have specific impacts in relation to these issues.

**Outputs** How and when will you publish and/or otherwise disseminate your findings? Please provide examples of the kinds of outputs you propose to produce during the award, their proposed focus and who is expected to be involved in their production. We wish to encourage a wide range of formats and outputs, e.g., workshops, mini-networks, online projects, student-centred research, practice-based research, community-led research, media centred activities, MOOCs, podcasts, Wiki sprints, etc. Formal outputs may be in any combination of appropriate languages.

**Partner organisations** Detail the partner organisation(s) that you are working with, their role in the project and how you will work together to develop and deliver the outcomes.

**Visual evidence** You may, if you wish, provide up to 2 A4 pages of visual evidence in support your application

1. **Beneficiaries**

a. Who will benefit from this research? [up to 250 words]

b. How will they benefit from this research? [up to 250 words]

In this section, please describe the users and beneficiaries of the research who are **outside** the academic research community (they can be individuals, specific organisations or groups/sectors), for example: policy-makers, governments (at local, regional, devolved, national and/or trans-national levels); public sector agencies or bodies; international organisations; the commercial/private sector; professional or practitioner groups; the third sector, including charities, museums and galleries, organisations and individuals in the creative and performing arts; the media; local communities or the wider public in general.

1. **Names of Project Partners**

If you are working with partners, **they** must each provide a one-page statement of support, outlining their practical and financial contribution to the project. Each letter must be signed by a suitable **senior official** of that organisation.

1. **Official Development Assistance (ODA) compliance statement** [up to 500 words]

These grants are funded by the UK government’s Official Development Assistance (ODA), which seeks to address the UN’s Sustainable Development Goals. Projects must therefore demonstrate how they are ODA complaint and will contribute to the economic development and welfare of developing countries. The ODA compliance statement should directly answer the following three questions:

1. Which country / countries on the DAC list (Iraq, Lebanon, Turkey) will directly benefit from this proposal?
2. How is your proposal directly and primarily relevant to the development challenges of these countries?
3. How do you expect that the outcome of your proposed activities will promote the economic development and welfare of a country or countries on the DAC list?

For further guidance see: https://www.ukri.org/files/legacy/international/gcrfodaguidance-pdf/

1. **Costs**

up to £30,000 FEC

**Note: At least 50% of costs must be allocated to the Middle East Country to meet UK Overseas Development Aid requirements for direct benefit.**

No more than 30% of the costs may be allocated to an international non-DAC Co-Investigator’s institution.

**Directly Incurred**  These are costs that are explicitly identifiable as arising from the conduct of a project. They are charged as the cash value actually spent and are supported by an audit record. They include:

* 1. **Staff** Payroll costs requested for staff, full or part-time, who will work on the project and whose time can be supported by a full audit trail during the life of the project.
  2. **Travel and Subsistence** Funds for travel and subsistence, for use by staff who work on the project, where these are required by the nature of the work.
  3. **Equipment** Individual items of equipment up to £10,000 (including VAT) are permissible to be included in the Full Economic Costs of the proposal and should be included in the ‘Directly Incurred – Other’ fund heading.
  4. **Other Directly Incurred Costs** Costs of other items dedicated to the project, including consumables, books, survey fees, purchase/hire of vehicles, publication costs or recruitment and advertising costs for staff directly employed on the project. Items of equipment costing less than £10,000 should also be included under this heading. Salary costs for international non-DAC Co-Investigators should be included here.

**Directly Allocated** These are the costs of resources used by a project that are shared by other activities. They are charged to projects on the basis of estimates rather than actual costs and do not represent actual costs on a project-by-project basis. They include:

1. **Investigators**

Proposals will need to show the costs of the Principal Investigator and any Co-Investigators if their time charged to the project is based on estimates rather than actual costs.

**b. Estates Costs - applicable to UK partner institutions only**

These costs should be calculated using the standard methodology of the UK research agencies. International, non-DAC Co-Investigators are not eligible for Estate Costs.

**c.** **Other Directly Allocated**

These costs may include, for example, the costs of other research staff, technical, administrative and other support staff, or access to institutional research facilities such as equipment and IT systems.

**Indirect Costs**  These include non-specific costs charged across all projects based on estimates that are not otherwise included as Directly Allocated costs. These costs should be calculated using the standard methodology of the UK research agencies. International, non-DAC Co-Investigators are not eligible for Indirect Costs.

**Indexation**  All costings should be at current prices, inclusive of VAT and other taxes where applicable, with no allowance for inflation.

* + 1. **Middle East Country Costs** charged to Network at 100%

|  |  |
| --- | --- |
|  | Full economic cost/Network contribution |
| Staff |  |
| Overheads (20% staff costs) |  |
| Travel & subsistence |  |
| Other costs |  |
| **A: Sub-total** |  |

* + 1. **UK Collaborator Costs (Optional).** *To be completed by UK collaborator*.

Note**:** UK and international non-DAC costs are at Research Council UK’s contribution of 80%**.** Costs should be calculated using the standard UK research grants methodology. Please consult the AHRC’s Research Grants guidance for further information.

**Directly Incurred Costs (add lines as needed)**

***Staff employed on project:***

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Role | Name / Post Identifier | Start Date | Period on Project (months) | % of Full Time Scale | Increment Date | Basic Starting Salary | London Allowance (£) | Superannuation and NI (£) | Total cost |
|  |  |  |  |  |  |  |  |  |  |

|  |  |
| --- | --- |
| Describe destination and purpose of travel and subsistence (add lines as needed) | Total £ |
|  |  |

|  |  |
| --- | --- |
| Describe other Directly Incurred Costs (add lines as needed) | Total £ |
|  |  |

**Directly Allocated Costs**

*UK investigators*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Role** | **Name/Post Identifier** | **Annual Salary** | **Period on Project (months)** | **Average number of hours per week charged to the grant** | **Total number of hours charged to the grant** | **Cost** |
|  |  |  |  |  |  |  |
| **Co-I** |  |  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | Full economic cost | Network contribution at 80% |
| Directly Incurred | Staff |  |  |
|  | Travel & Subsistence |  |  |
|  | Other Costs |  |  |
| Directly Allocated | Investigators |  |  |
|  | Estates Costs |  |  |
|  | Other Directly Allocated |  |  |
|  | **B: Sub-total** |  |  |

|  |  |  |
| --- | --- | --- |
| **TOTALS** | **Full economic cost (FEC)** | **Network contribution** |
| **A + B:** |  |  |

**Please note: the maximum grant is £30,000 (FEC).**

**Project Partners:** details of partners in the project and their contributions to the research. These contributions are in addition to the resources identified above. Copy table and paste below for additional partner details as needed.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Name of partner organisation** | | **Division or Department** | | | **Name of contact** | |
|  | |  | | |  | |
| **Direct contribution to project** | | **Indirect contribution to project** | | | | |
|  | **Description** | **Value £** |  | **Description** | | **Value £** |
| Cash |  |  | Use of facilities/ equipment |  | |  |
| Equipment/  Materials |  |  | Staff time |  | |  |
| Secondment of staff |  |  | Other |  | |  |

1. **Justification of Resources** [up to 500 words]

It is **essential** to include a breakdown of the budget providing information on the costs requested, including the balance between staff, directly incurred and other costs. Please also identify potential sources of external funding. Proposals should explain why the indicated resources are needed, taking into account the nature and complexity of the activities proposed. Note that it is not sufficient merely to list what is required. Refer to the breakdown of resources in the summary fund headings Directly Incurred and Directly Allocated. Estates costs and Indirect costs do not need to be justified.

1. **Invoice & payment requirements**

**A.** The Lead Applicant’s institution must be able to provide invoices and process international payments using an institutional **business bank account**.

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**B.** If the Lead Applicant’s institution is be unable to process payments as described in section **A**, the Lead Applicant must identify **another**institution for this purpose. Please provide their details here:

Institution’s name:

Type (NGO, other):

Registration Date of institution:

Name of Director/Chairperson/President etc:

The Lead Applicant **must include**a letter from this institution, stating that they are willing to process payments and the circumstances under which they will do so and a **copy of their registration certificate**.

Any resulting fees they might charge for this service must be included and listed within the proposed budget.

**PLEASE NOTE:**Payments cannot be released to individuals in any form, including to an individual’s bank account. Grant payments can only be made through international payments in a business bank account of the Lead Applicant’s home institution or one that has been approved for the purpose and registered by University College London. The team will provide guidance on registering requirements when the grant is awarded.

**If you are able to meet these requirements please sign the following statement.**

I certify that [institution] have confirmed and agreed to provide project related invoices and to process international payments via a business account. I also agree that details regarding accounts will be provided to the Nahrein Network if the grant is awarded.

Signature: Date:

1. **Lead Applicant**

Name:

Signature:

Date:

1. **Address for Correspondence:**

Address:

Tel. No.:

E-Mail:

**Data Protection**

Consent for UCL to process personal data

UCL is required by law to comply with the Data Protection Act, 1998 (DPA). From 25 May 2018, the act will be superseded by the General Data Protection Regulation (GDPR). It is the commitment of UCL to ensure that every current employee and registered student complies with this Act to ensure the confidentiality of any personal data held by UCL, in whatever medium. UCL processes the personal data of living individuals such as its staff, students, contractors, research subjects and customers.  UCL has a data protection policyas a commitment to the safeguarding of personal data processed by its staff and students, and to ensure compliance with the DPA: <https://www.ucl.ac.uk/informationsecurity/policy/public-policy/data-protection-policy.pdf>

**Each person named as an applicant should sign and date a copy of this form**

|  |
| --- |
| **Applicant’s Statement**  I agree that:   * I have read and understood the notes written above. * I consent to the processing of my personal information for the purposes of this research project. * I understand that such information will be treated as strictly confidential and handled in accordance with the provisions of the Data Protection Act 1998. |
| Signature: Date: |

Please note: unsuccessful applications will be deleted within **6** months

**Submission**

Send completed application forms and attachments in PDF format to:

[nahrein@ucl.ac.uk](mailto:nahrein@ucl.ac.uk)

with ‘Research Grant application’ in the subject of the email.

**Assessment Criteria and Peer Review**

Applications will be assessed in accordance with the following criteria:

• fit with the call specification;

• the quality of the proposed research;

• whether the activities meet the requirements of the Global Challenges Research Fund in relation to ODA compliance;

• whether the project meets the aims and addresses the themes of the Nahrein Network

• whether the proposal identifies an appropriate range of potential users and beneficiaries in the areas of focus and/or organisations that support international development and demonstrates appropriate benefits to the areas of focus, as well as for the wider dissemination and exploitation of outcomes;

• the strength of plans for research leadership, management and monitoring, including: ability to deliver the proposed activities and outputs; whether relevant arrangements are in place for managing risks, ethical issues and effective use of funds; inclusion of a feasible timetable and realistic costs;

• the plans and aims for sustainable and enduring outcomes and legacy from the research.

Proposals over £30,000 will be subject to a specialist peer review by a member or members of the Nahrein Network Grants Fund panel. Panel members are recruited from among the Network’s partners and its Management Committee and Advisory Board.

Feedback will be given to unsuccessful submissions.

**Equal Opportunities**

The Nahrein Network is committed to eliminating unlawful discrimination and promoting equality of opportunity and good relations across and between the defined equalities groups in all of their relevant functions. Accordingly no eligible funding applicant or external stakeholder should receive less favourable treatment on the grounds of: gender, marital status, sexual orientation, gender re-assignment, race, colour, nationality, ethnicity or national origins, religion or similar philosophical belief, spent criminal conviction, age or disability. Equally, all proposals will be assessed on equal terms, regardless of the sex, age and/or ethnicity of the applicant. Proposals will therefore be assessed and graded on their merits, in accordance with the criteria and the aims and objectives set for each call for funding.

**Monitoring and Reporting**

Each funded project will be assigned a subject-appropriate liaison from within the core Network team, who will offer mentoring and support. Each project leader will be required to provide a short progress report to the Network Management Committee every 6 months, to ensure that peer support is in place, budgeting is on track, and that project outcomes, network development, and future sustainability are being achieved.

**Submission Checklist**

Completed **and signed** application form

Research Organisation Letter of Support

Summary of Research Proposal

Detailed proposal

Project Partners statements of support

Section 11 letter &

certificate, if applicable

Section 11 signed and dated