**THE SOCIETY FOR LIBYAN STUDIES**

**Registered Charity no. 259262**

[www.societyforlibyanstudies.org](http://www.societyforlibyanstudies.org)

**APPLICATIONS FOR A PILOT PROJECT AWARD**

**Guidance Notes for Applicants**

The Society for Libyan Studies is able to offer a number of research grants, **up to £3000** in value, as small grants for a discrete piece of publishable research or as seed funding for larger research projects.

These are intended to support the publication of research as well as to enable initial exploratory work or a feasibility study prior to making applications for major funding to a Research Council, the British Academy or another body.  Awards may be used to cover travel, roundtables, seminars, analytic work, or initial exploratory fieldwork and research. Applicants must be postdoctoral scholars ordinarily resident in the UK. The level of individual awards does not normally exceed £3000 and in most cases will be well below that level.

All applications should demonstrate that funds are sought for a clearly defined, discrete piece of research, which will have an identifiable output on completion of the Society-funded component of the research.

**Eligibility**

Research Grants are open to post-doctoral scholars who are ordinarily resident in the United Kingdom. Applicants must hold a PhD. To be ‘ordinarily resident’ in the UK you must show that you habitually and normally reside in the UK from choice and for a settled purpose, year after year. Co-applicants may be from anywhere in the world, but the Principal Applicant must be ordinarily resident in the UK.

Applications from early career researchers are particularly encouraged. Joint applications may be made (with UK or international partners), but only one person (the ‘Principal Investigator’) will be recognised by the Society as the applicant. She or he will be held responsible by the Society for the fulfilment of the terms of any grant awarded.

**What can be funded:**

Awards are available for the direct costs of primary research, including (at the discretion of the Society):

• travel and maintenance away from home

• consumables, including expendable field equipment or laboratory costs

• specialist software

• costs of government representatives in the field

• research assistance or short-term costs for specialist staff

• in certain cases, costs of preparing illustrative material and fees for reproduction rights

• essential charges made by local government agencies.

The following items are not eligible for support:

• FEC or other institutional overheads.

• computer hardware

• books

• permanent resources or equipment, such as vehicles or EDMs

• publication costs

• payment in lieu of salary, or for personal maintenance at home

• replacement teaching costs

• expenses for attendance at conferences

Please note that research assistance cost for UK-based research assistants should normally be based on the University pay scale, with point 24 (c.£14 per hour) suggested for those with a Master’s degree and point 29 (c.£16 per hour) for those with a Doctorate. If a variation on this figure is requested, please supply justification.

**Referees**

Applicants are required to supply the names and contact details of **ONE referee,** who should be asked to write directly to the Society with an assessment both of the value of the project and of the ability of the applicant to complete it successfully. The **referee must not be your PhD supervisor or a member of your own institution or university but should be familiar with your work**. Please note that referees cannot be members of the SLS Grants Committee, SLS Council or SLS staff. N.B. It will be the applicant’s responsibility to ensure that the Society receives the reference by the application deadline: no application will be considered in their absence.

An application for a new grant from a recipient who has previously received a grant from the Society will not be considered unless the terms of the previous grant (submission of report and accounts) have been fulfilled.

**Publication**

Except by prior agreement, the opportunity of publication (whether as an article in the Society’s journal *Libyan Studies* or as a monograph in the Society of Libyan Studies series) shall be offered in the first instance to the Society. If publication elsewhere is anticipated, this should be indicated in the application.

**Reporting and Terms**

Any grant awarded must be requested from the Society’s Honorary Treasurer before the end of the fiscal year (March 31st). Pilot Study Research Awards are only awarded for a single year. A report on the expenditure of the grant money will be required within 12 months of the payment being made. Evidence of a publishable outcome should be presented within 24 months of payment.

**Application Formats**

Applications should be submitted by email. Please complete Form A (see page 3 below) and submit to:

**Pauline Graham, General Secretary, The Society for Libyan Studies  
c/o British Academy, 10-11 Carlton House Terrace, London SW1Y 5AH**

**Tel: +44 (0) 20 3174 2412**

**Email:** [**gensec@societyforlibyanstudies.org**](mailto:gensec@societyforlibyanstudies.org)

FORM A

|  |  |
| --- | --- |
| ***Title of project:*** |  |
| ***Abstract of project (150 words):*** |  |

***Personal data***

|  |  |  |  |
| --- | --- | --- | --- |
| *Surname of applicant:* |  | | |
| *First name(s):* |  | | |
| *Postal address:* |  | | |
| *Email address:* |  | | |
| *Telephone contact no(s).:* |  | | |
| *Date of birth:* |  | Nationality: |  |
| *If you are not of British nationality, please confirm that you are normally resident in the UK:* |  | | |
| *Present position or occupation:* |  | | |
| *Academic record (max. 500 words):* | | | |
|  | | | |
| *Please list up to five selected relevant academic publications:* |  | | |

***Project details***

|  |  |
| --- | --- |
| *Date, duration and location of project:* |  |
| *Outline of project (max. 500 words). Clearly specify the context and research objectives of the proposed study, the methodology to be used, and the research programme*. | |
|  | |
| *If your project involves travel outside the UK, what is the nature of your contacts with host institutions in the target country (e.g. with regard to necessary permissions)?* |  |
| *Please confirm that you will follow the guidelines for ethical field research and health and safety recommended by your academic institution.* |  |
| *Proposal for publication (with timescale):* |  |
| *Breakdown of estimated expenditure (including all itemized costs up to the point of submitting a report for publication).* |  |
| *Amount requested from the Society:* |  |
| *Other bodies applied to (with amounts requested):* |  |

|  |  |
| --- | --- |
| *Names and contact details of referee:* |  |
| *If you have previously received an award from the Society, please indicate the project name and date:* |  |
| *Please state briefly how you heard about this grant scheme:* | (E.g. familiar with Society’s website/policies; web search; departmental contact; other) |
| *Signature and date of application:* |  |