

British Academy/Cara/Leverhulme Research Support Grants for Researchers at Risk – Scheme Notes

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Last review date	March 2025
Next review date	March 2027

Please read the scheme notes carefully. Incorrectly submitted applications will not be considered.

1 Introduction

- 1.1 The Leverhulme Trust is contributing £1,000,000 over five years to provide additional research support specifically for Researchers at Risk Fellows and Cara Fellows (also at-risk academics but not limited to Ukraine).
 - 1.2 These small grants of up to £10,000 are available for project activities across all disciplines, except medical and health sciences.
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2 Value and duration of awards

- 2.1 The value of the award is set at a maximum of £10,000. Funding must be used in the direct delivery of the award. Any underspend will be required to be refunded to the British Academy. Applications will not be considered for less than £2,000.
 - 2.2 Awards will be paid in full on acceptance of the award from the host institution. Payment will be made to the institution where the Lead is based.
 - 2.3 The award period for any research support funding will not exceed the duration of the relevant fellowship award that the applicant holds from either the British Academy or Cara.
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3 Deadline for applications and timeline

- 3.1 **Applications must be submitted by 5pm on Wednesday 14 January (GMT).**

Applications should be submitted well in advance of the deadline. We recommend at least five days prior to allow for institutional approval

- 3.2 It may take up to two months for Applicants to be notified of application outcome.
- 3.3 Project start and end dates must be confirmed on acceptance of the grant and may differ to the dates submitted in the original application.
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4 Purpose

- 4.1 Grants are available to support research project activities for eligible researchers in all disciplines except medical and health sciences.
- 4.2 Applications for collaborative or individual research projects are equally welcome under this scheme.
- 4.3 Funds are available to facilitate initial project planning and development; research assistance; and to enable the advancement of research through conference/workshop or visits by or to partner scholars. Applicants may seek support for any combination of eligible activity and cost up to the overall limit of £10,000. Applications will be assessed equally on their merits, with no preference as to the mode of enquiry.
- 4.4 All applications should demonstrate that funds are sought for a clearly defined, discrete research activity, which will have an identifiable outcome.
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5 Eligibility criteria

Duplicate applications to more than one British Academy funding programme will not be accepted.

- 5.1 **Applicants** must meet the following eligibility criteria:
- 5.2 The Lead must be one of the following:
- Existing award holders through Cara's Fellowship Programme
 - Applicants to Cara's Fellowship Programme who have been deemed eligible for support and for whom a placement is being sought (awards will only be paid over once the placement is secured).
 - Existing award holders through the British Academy's Researchers at Risk Fellowship Programme.
- 5.3 Applicants must be an active postdoctoral (or equivalent level) researcher. They must hold an appropriate UK visa before the funds can be released.
- 5.4 **Other Participants:** Projects may also include any number of specified 'Other Participants', who may, for example, be relevant stakeholders participating in networking or dissemination events, academic or policy advisers, practitioners, industry representatives, etc.
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6 Eligible and ineligible costs

- 6.1 The funding must be utilised for distinct activity or activities in the support of a research project. The funding is for research support only.
- 6.2 Eligible costs include:
- a. Project planning and development costs (cost of travel for discussion in the UK and overseas; initial workshops with potential partners).
 - b. Travel and maintenance for the applicant, including travel to disseminate results of the research at meetings/workshops held either in the UK or abroad.
 - c. Travel and maintenance for overseas scholars engaged in collaborative research activity with the applicant.
 - d. Research expenses.
 - e. Workshops or conferences to advance the programme of research (principally the costs of travel and maintenance for key participants, though organisational costs may be considered).
 - f. Consumables.
 - g. Specialist software.
 - h. Language training.
 - i. Costs of interpreters in the field.

- The cost of child or parent care may be considered if the carer is conducting research away from home and it is not possible to make alternative arrangements. The costs of day-to-day childcare and other caring responsibilities are not eligible for support.

6.3 Ineligible costs include:

- a. Administration, overheads or any other costs at the host institution.
- b. The applicant personally or their dependants.
- c. Purchasing equipment.
- d. Payment in lieu of salary.
- e. Replacement teaching.
- f. Advocacy or lobbying.
- g. The preparation of camera-ready copy, copy-editing, proof-reading, indexing, nor any other editorial task.
- h. Subventions for direct production costs (printing, binding, distribution, marketing etc).
- i. Costs of publication in electronic media.
- j. Duplicated costs (covered in a previous award)

6.4 It is expected that a non-exhaustive set of examples of research support could include the below.

- Initial project planning and development.
- Attendance at or organisation of workshops and conferences with a specific relevant research objective to enable the advancement of the research.
- Visits by or to partner researchers or to specific infrastructures, archives or similarly relevant places where there is a clearly specified research objective.

6.5 Grants are not intended to support interchange between researchers where there is no planned programme of activity to meet a clearly specified research objective. Applications purely to organise a conference, whether held in the UK or overseas, will not be considered.

7 Application and Assessment Criteria

- 7.1 The Applications can only be submitted online using the British Academy Flexi-Grant® Grant Management System (GMS) via (<https://britishacademy.flexigrant.com/>). If you have not previously used the British Academy's Flexi-Grant® GMS and were not registered in the previous e-GAP system, please follow the registration process from the Flexi-Grant® homepage. **Applications cannot be submitted on paper or in any other format.**
- 7.2 Before completing the online form, all applicants should check that they comply with the eligibility requirements and ensure all necessary information is presented in the application. These requirements are strictly adhered to, and applications without all the necessary information, or evidence to show the assessment criteria are met, will be rejected.
- 7.3 Registered approving organisations will be available in the search bar. If your organisation is not listed and is not affiliated with any organisations already in the system, then please contact us at researchersatrisk@thebritishacademy.ac.uk to request the addition of the organisation.
- 7.4 All applications will undergo an eligibility check to ensure the application is complete and the researcher meets the eligibility criteria.
- 7.5 Eligible proposals will be considered by a Selection Panel convened by the British Academy, which will include representatives of the UK National Academies.
- 7.6 If you are applying for a second time having been rejected, it is not a given that your application will be successful, even if you feel you have responded to the feedback provided by the previous reviewers.
- 7.7 Duplicate applications that have previously been rejected more than once will not be considered for a third time.
- 7.8 This funding is available on a competitive basis. It is not expected that all applications for funding will be successful.
- 7.9 Applications for this research support funding will be assessed using the following criteria:
- a. The merit of the proposed research activity.
 - b. The impact of the proposed activity on the applicant's career development.
 - c. The impact of the proposed activity given the applicant's current available research support.

- 7.10 **It is the applicant's responsibility to ensure that their application is submitted in good and sufficient time for it to be approved by the Lead's employing institution.**
- 7.11 Applicants should submit their application for approval by a designated approver at the host organisation at least five working days before the closing date to allow for the host organisation's administrative procedures.
- 7.12 Proposals must be completed, submitted and **approved by 5pm on Wednesday 14 January (GMT).**
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8 Code of practice

- 8.1 The British Academy has a [Code of Practice](#), setting out the principles of equity, integrity and confidentiality governing the treatment of all applications for funding. The Code of Practice also covers Data Protection, the British Academy's ethics policy and the appeals procedure.
- 8.2 Feedback is not a feature of this programme, and the Academy is, regrettably, unable to enter into correspondence regarding the decisions of the awarding committee, which are governed by the Code of Practice. Please note that by applying to this programme, applicants undertake to accept the terms under which applications are assessed.
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9 Contact details

- 9.1 Should you have any queries, please contact:
researchersatrisk@thebritishacademy