

British Academy: Sustainable Development Programme (2018)

Guidance Notes for Applicants

Summary

1. The [British Academy](#) is launching the second round of its Sustainable Development Programme, as part of the £1.5 billion [Global Challenges Research Fund](#). This Programme funds excellent, policy-oriented UK research, aimed at addressing the UN's [2030 Agenda for Sustainable Development](#) and advancing the [UK's Aid Strategy](#). In particular, it funds interdisciplinary research in the humanities and social sciences that will help to inform understanding, shape perception and provide evidence on the challenges and opportunities faced in developing countries.
2. This call for proposals provides an opportunity for researchers to undertake projects to deliver research excellence with development impact (including interrogation of what that might mean) in the humanities and social sciences, responding to the Sustainable Development Goals. Research may be problem-focused, creatively innovative and exploratory, and should bring together relevant disciplines in the humanities and social sciences, where appropriate, for maximum impact / effect.
3. Projects of up to 27 months in duration will be funded, with the maximum funding for each project at £300,000. The Academy is particularly keen to encourage applications from the humanities in this round. Principal Investigators must be based in the UK, however, international collaboration is strongly encouraged, particularly with partners in the Global South.
4. Applicants are invited to submit their proposals by **Wednesday 30 May 2018 (17.00 UK time)**.

Aims and Context

5. The first round of the Academy's Sustainable Development Programme funded excellent challenge-oriented research focused on sustainable governance, sustainable growth and sustainable human development. To continue to address these needs, the second round of the Programme will focus on:
 - supporting innovative and interdisciplinary research projects, creative initiatives and collaborations;
 - building our understanding of human and cultural contexts and how this can help to inform practices and policies which contribute to sustainable development outcomes;
 - expanding the research base in countries and populations with high unmet need and low research capacity.
6. The Academy envisages this round of awards advancing and deepening our understanding of the relevance and importance of the historical context of

development, culture(s) and heritage(s) in particular to addressing sustainable development. Tackling many of the world's sustainable development challenges requires a consideration of local cultures, practices, histories and societal norms, and an understanding of how such norms are complex and contextually differentiated. It is often, however, the case that these considerations are not well or fully brought into sustainable development discussions that tend to ignore aesthetic, representational, and reflective practices. New approaches that cross sectoral and disciplinary boundaries will be vital in achieving a step change in this area.

Research Focus

7. Applications are invited to address the overarching aims of the Sustainable Development Programme related to sustainable governance, sustainable growth, and sustainable human development and creativity broadly understood. Projects must demonstrate an innovative and interdisciplinary approach yielding new conceptual understandings, develop ground-breaking research and energise innovative collaborations in the humanities and social sciences, particularly with partners in the Global South, related to one or more of the three sub-themes below:
 - a) **Heritage:** Sustainable development requires the ability to look forward but also to have a deep and rich understanding of the past. Heritage and memorialisation – understood not simply as material culture, but as identity, language and faith transmitted over time – can be both inclusive and peaceful as well as exclusive and threatening. In the context of developing sustainably, planning for resilience and adapting to change can involve a host of actors, cultures, moralities, literatures, languages, histories and institutions. The mobilisation and use of heritage has been fundamental to our understanding of local contexts and cultures. These competing interpretations and reconstructions need further critical analysis to unpick assumptions and illustrate the complexities of histories, societies, cultures and politics when responding to sustainable development challenges.
 - b) **Dignity:** Often sustainable development challenges can be viewed through technical lenses rather than human eyes. For many people experiencing development change, the opportunities this brings, the aspirations fostered and suffering endured, the preservation of dignity is of central importance. The weaving of dignity into our understanding of sustainable development challenges is a complex issue that requires further research, since it often involves very different conceptions of the rights of the individual and of the community. In particular, in what ways could understanding of these different conceptions of dignity within various individual, community and societal frames be meaningful, or in conflict with, the challenges that the Sustainable Development Goals agenda presents?
 - c) **Violence:** Violence is a near ever-present reality for much of humanity, but the narratives and experiences of violence, and the relationships between diverse aspects of violence and actions undertaken in the name of sustainable development, are poorly understood. Exploring the identities, semantic configurations, mythologies, attitudes, and histories that create the imagined space for narratives of violence/violation to take root, to flourish, and to structure experience of the moral economy in different places, will vitally

improve our understanding of violence, power relations and how these intersect with the politics of suffering, offering a vital missing angle to debates on sustainable development. The less tangible, ephemeral carriers and atmospheres of violence, as well as the less visible structures of violence that may underpin them, and the ways in which they are absorbed and ritualised in everyday culture are also often missed in discussions on sustainable development. However, identifying them and analysing them is critical to understanding the life experience of many.

8. With the focus on sustainable development, all applicants must ensure that structural inequalities are considered and addressed within the proposed research. Structural inequalities include those based on gender, age, sexual orientation, disability, ethnicity, caste, race, religion and spatial factors. Applicants should make a genuine effort to integrate an adequate analysis of gender and other structural inequalities in their research design.
9. The Academy does not have any pre-conceived ideas regarding the exact type of project, outputs, and dissemination of the research. Instead, the onus is on the applicants to convince the Academy that their projects bring genuine added value to addressing the sustainable development challenges, and bring valuable insights and perspectives of relevance to delivering the Sustainable Development Goals.
10. Projects supported under this call are expected to have a clear and significant role for relevant stakeholders in the countries that are the subject of the bids. The Academy strongly encourages including as Co-Applicants researchers in ODA-eligible countries.

ODA Eligibility Criteria

11. This Programme falls under the Global Challenges Research Fund and, therefore, must fund only ODA-eligible projects. Only research that has a primary objective which is directly and primarily relevant to the problems of [developing countries](#) may be counted as [ODA](#). We will require applicants to demonstrate that their proposal is ODA eligible. ODA eligibility is an essential criterion – projects will only be deemed eligible for funding if they can demonstrate that they satisfy ODA eligibility criteria. The Academy, with the other Global Challenges Research Fund delivery partners, has provided an [additional ODA guidance](#) document for applicants.

Research Methodology and Impact

12. Successful projects will be likely to employ a variety of research methods, and to include a collaborative group of researchers across relevant disciplines in the humanities and social sciences. In all cases it is for the applicants to demonstrate the feasibility of their proposed research methodology.
13. All proposals must include relevant plans for the appropriate communication and dissemination of findings. Research outputs will include peer-reviewed work for academic publication, as well as more targeted briefings for policymakers. This will include, but need not necessarily be limited to: publications in peer-reviewed open access journals; production of reports, policy briefs and other written outputs such as fact sheets, evidence summaries or online blogs specifically targeted to relevant

policy makers or other non-academic audiences, and oral presentations at conferences and meetings with relevant stakeholders.

14. The Principal Investigators must be prepared to commit to travelling to London to take part in at least three events organised by the British Academy during the course of the awards – an induction event, a mid-term event and a final event. The induction meeting will provide an opportunity for learning across projects.

Research Ethics

15. Applicants must ensure the proposed research will be carried out to a high ethical standard. They must ensure that any potential ethical issues have been considered and explain how these will be addressed. The Academy requires the research it funds to be conducted in an ethical manner.
16. The host institution is responsible for ensuring that ethical issues relating to the research project are identified and brought to the attention of the relevant approval or regulatory body.
17. Ethical approval to undertake the research must be granted by the relevant authority before any work requiring approval begins. Wherever necessary, appropriate consent should be obtained from or on behalf of participants or others affected by the research.
18. Applicants will be asked to indicate whether their proposed research raises any special ethical issues, and whether their application has been approved by the host institution's Research Ethics Committee or other relevant authority.

Risk Management

19. Researchers funded under the Sustainable Development Programme may choose to undertake fieldwork in the course of the research project. Depending on the country/region concerned, there is a risk that the researchers will be in an area of civil unrest, violence/crime.
20. Research groups will be required to indicate if (and where) they intend to undertake research in the field. For countries/regions considered by the UK government's Foreign and Commonwealth Office as a host nation of medium or high risk, the application will also require researchers to demonstrate that the PI (and the PI's host institution) understand the risk management implications and can monitor and manage the risks effectively. This aspect will be explicitly covered in the approval of any application by the appropriate authorities at the PI's host institution, to confirm that the duty of care responsibility rests with the host institution.

Eligibility to be the Principal Investigator, Co-Applicant, or Participant in a Project

21. Each research group will be led by a named Principal Investigator (PI). The PI is expected to be the person acting as the lead investigator on the project, directing the research and the management of the project, including responsibility for the overall project reporting requirements. The PI must hold a permanent position at an eligible

research or higher education institution in the UK (or have a fixed-term contract for at least the duration of the award).

22. An individual cannot be the PI on more than one bid for funding from this Programme. The PI must also not hold another British Academy award under the following funding schemes: the Cities & Infrastructure Programme, the Early Childhood Development Programme, the Anti-Corruption Evidence Programme, or the Tackling Slavery, Human Trafficking and Child Labour in Modern Business Programme.
23. The PI will be expected to commit time to the project during the course of the award equivalent to at least four hours per week.
24. The PI must have at least three years postdoctoral (or equivalent) research experience.
25. Collaboration between researchers is encouraged, and applications may include named Co-Applicants who will also be actively assisting in the direction and management of at least parts of the project. They may be expected to be in a position to take over the leadership of the project in the event that the PI is unable to continue in the role.
26. No individual may be a Co-Applicant on more than two projects (nor may a PI be additionally a Co-Applicant on more than one other project).
27. Co-Applicants must also have at least three years postdoctoral (or other relevant) experience.
28. 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, etc.
29. There is no provision for any paid researcher under the Sustainable Development Programme to be a doctoral or other postgraduate student.

Duration, Value, and Payment of Funding

30. Projects must be up to 27 months in duration, with a value of up to £300,000. The grant will be paid quarterly in advance. The first instalment will be paid immediately on acceptance of the award, with subsequent instalments paid at regular intervals. Regular reports, including interim and final reports, will be expected as part of the award. Any underspend must be refunded to the Academy.
31. All projects must start on 26th September 2018.
32. Funding may be used to support:
 - a. the time of the Principal Investigator (PI)
 - b. Co-Applicants involved in directing the project
 - c. postdoctoral (or equivalent) research assistance
 - d. travel and related expenses

- e. networking costs, including travel to London to attend three events organised by the British Academy
 - f. university costs in hosting and supporting the research team, with award-holders expected to base the division of spend on the Full Economic Costing basis at 100%. Costs should be fully justified in the context of the overseas development purpose of the funding.
33. The following items are not currently eligible for funding:
- a. computer hardware including laptops, electronic notebooks, digital cameras, etc.
 - b. books and other permanent resources
 - c. the preparation of camera-ready copy, copy-editing, proof-reading, indexing, nor any other editorial task
 - d. subventions for direct production costs (printing, binding, distribution, marketing etc.)
 - e. costs of publication in electronic media
 - f. travel and maintenance expenses for purposes such as lecture tours or to write up the results of research.
34. All grants will be paid to the employing institution of the PI, and not to the individual researchers involved. Institutions must be officially recognised by the British Academy prior to an application being submitted.

Selection Principles

35. All eligible proposals submitted in response to this call will be assessed by relevant British Academy peer reviewers, who will be asked to assess applications against the following criteria:
- a. The quality, significance, and originality of the proposal. Research excellence is an essential assessment criterion;
 - b. Evidence that the project is ODA-eligible. Only projects that demonstrate that they satisfy ODA eligibility criteria will be eligible for funding;
 - c. A demonstration of how the project will address the overarching aims of the Sustainable Development Programme and one or more of the three sub-themes.
 - d. Evidence of how the project will bring together relevant expertise in the humanities and social sciences to address the problem identified, and also how the project will involve researchers from developing countries. All research funded will have to also demonstrate its potential to engage relevant experts and stakeholders (including policy makers) in discussions of the research findings.
 - e. The feasibility of appropriate plans to manage the project and disseminate findings to relevant audiences.
 - f. The ability of the PI and Co-Applicants to deliver this kind of research project within budget and on time, based on their demonstrable track record to date. The feasibility of the proposal in terms of appropriate and robust methodology; and appropriate timing and plan of action.
 - g. Value for money.

Application and Assessment Procedure

36. All applicants must register in the British Academy's online Flexi-Grant system to enable the processing and assessment of their application. All applications must be submitted in English.
37. All applications will be subject to an eligibility check undertaken by appropriate British Academy staff before being put forward for assessment, and applications that are not completed correctly and on time will not be considered.
38. The deadline for submissions is **Wednesday 30 May 2018 (17.00 UK time)**. UK host institutions must approve applications by **Thursday 31 May 2018 (17.00 UK time)**.

Code of Practice

39. The British Academy has a [Code of Practice](#), setting out the principles of equity, integrity and confidentiality governing the treatment of all applications for research support. The Code of Practice also covers Data Protection, the British Academy's ethics policy and the appeals procedure.

Contact Details and Further Information

40. Please contact GCRF@britac.ac.uk or call 020 7969 5220 for further information.

Application Information and Deadline

Applications can only be submitted online using the British Academy's online Flexi-Grant® Grant Management System (GMS) system via (<https://britishacademy.flexigrant.com/>). Further information about the GMS can be found here: <http://www.britac.ac.uk/flexi-grant>. If you have not previously used the British Academy's Flexi-Grant® GMS, please follow the registration process from the Flexi-Grant® homepage. Applications cannot be submitted on paper or in any other format. *The deadline for applications to be submitted is Wednesday 30 May 2018 (17.00 UK Time)*. The application will be treated as confidential at all times.

When completing your application on Flexi-Grant®, it is recommended that you take particular note of the following points:

- **Personal details:** When registered in the British Academy Flexi-Grant® system, a user has the option to add or update personal information such as contact details, log-in details (including email address and password), interests, research, and employment details, at any time. **This does not form part of the specific application form for any individual scheme**, but represents a personal record of your account in the system. It is useful if this information is kept up to date, but it is not essential to the progress of an application.
- **Automatic log-out:** You are strongly advised to save your work regularly to prevent accidental loss of information. In particular you should be aware that if the system does not detect any activity for 2 hours it will log out and save the application at that time. Please note that moving between *pages* within an application form will save the page that you are exiting but completing a field on a page is not considered an activity. It is recommended that you write the text for longer sections/fields in a word processor such as Word and then copy and paste into the relevant text box to avoid being timed out in this way.
- **Multiple sessions:** You should not have multiple browser windows/tabs of your application open at the same time as this may cause information to be lost. Only one user should edit an application at a time, otherwise changes might be lost.
- **Word limits:** When completing boxes that have a restricted length (note that it refers to words) you should note that if you exceed the specified amount you will not be able to save when you press the save button. You should type the text for the longer-length boxes in a word processor. You will then be able to check the word count and paste it into the British Academy Flexi-Grant® system. You will then still have a copy of the text to return to in the word processor. The word limit applies to text boxes.
- **Plain text:** If entering plain text, please avoid using symbols as some may not be accepted by the British Academy Flexi-Grant® system. You should generate and view a PDF of your application to check that the application appears as you want it to by clicking on 'print form'.
- **Uploading PDF documents:** When uploading PDF documents, please add your name and a heading at the top of every page to show what the document is. Please avoid uploading documents containing illustrations with fine details or colour as this can

cause problems when creating a PDF of the application. Please note we will only print your applications in black and white. Each PDF cannot exceed 3 Mb in size.

- **Email addresses:** The British Academy Flexi-Grant® system relies heavily on automatic email contact. It is essential that you ensure you enter accurate email addresses where requested as it may cause considerable delay in the submission/processing of your application if any of these are incorrect. You cannot make changes to email addresses after your application has been submitted for approval.
- **Submission:** You will not be able to submit your application until you have completed each section in full. ***It is your responsibility to ensure that your application is submitted in good time, and in sufficient time, for it to be approved by your employing institution.*** You should submit your application for approval by a designated approver at your host organisation at least 5 working days before the closing date to allow for your host organisation's administrative procedures.
- **Application sharing:** **All applications must be started by the applicant who is to be the Principal Investigator (PI) on the award.** You can invite other contributors to join the application (e.g. Co-Applicant, Nominated Referee, Head of Department, Finance Office contact etc), but in order to do so your contributor will need to be registered in the British Academy's Flexi-Grant® system first. You will need to ensure you have their registered email address to invite them to participate in your application. You can let other British Academy Flexi-Grant® users view your draft application, in advance of submission, by providing their email address and entering the permissions you want them to have. They will be able to log in using their existing password and also see and, depending on permissions, amend your application.
- **Application deletion:** You can delete your application at any time although it is often a lot easier to just re-edit your existing application. We will be able to recover a deleted application for a period of 7 days after deletion. After this it will be permanently removed from the system.
- **Application returned for editing:** The approver can return your application to you for further editing. See 'Submission of Application' below.
- **Guidance:** In the tables below, you will find in the left-hand each question as set out in the application sections and in the right-hand column useful guidance on its completion.
- **Further clarification:** If any of this advice is unclear, or you need further information, please do not hesitate to seek clarification from the British Academy's International Awards Team (contact details at the end of these notes).

PLEASE NOTE THAT IT IS ESSENTIAL THAT YOU CREATE A PDF OF YOUR COMPLETED APPLICATION (by clicking 'Download as PDF'), AND CHECK IT THOROUGHLY, INCLUDING EMAIL ADDRESSES AND UPLOADED PDF FILES, BEFORE SUBMITTING IT FOR APPROVAL BY YOUR HOST ORGANISATION. IT MAY NOT BE POSSIBLE TO RECTIFY MISTAKES IN TIME FOR THE DEADLINE.

WORD LIMITS APPLY TO PLAIN TEXT ONLY. PAGE LIMITS APPLY TO PDFs ONLY.

All FIELDS MARKED WITH AN ASTERISK* ARE MANDATORY.

YOU SHOULD NOT HAVE MULTIPLE BROWSER WINDOWS/TABS OF YOUR APPLICATION OPEN AT THE SAME TIME AS THIS MAY CAUSE INFORMATION TO BE LOST. ONLY ONE USER SHOULD EDIT AN APPLICATION AT A TIME, OTHERWISE CHANGES MIGHT BE LOST.

Completing the application form: The application can be completed by using the navigation tabs on the application summary page, with each page categorised as follows:

Page 1: Classifications

Page 2: Lead Applicant details

Page 3: Lead Applicant Career Summary

Page 4-9: Co-Applicant(s) Career Summary

Page 10: Research Proposal

Page 11: Financial Details

Page 12: Equal Opportunities

A full list of question fields to be completed as part of the application can be found in the following table. Each box in the table represents a page of the application form: the left-hand column contains the questions within each of these pages as set out in the form; the right-hand column contains useful guidance on its completion. A red asterisk (*) indicates which questions are mandatory and therefore must be complete before the application can be submitted. **Please read the guidance notes carefully before completing the form.**

Completion of application

PLEASE BE AWARE: It is your responsibility to ensure that you complete your application in time for the host organisation to process it and provide their approval by the approval deadline. Once they have checked your application they will contact you if any changes are required. It is recommended that you allow at least five working days for this process.

SUMMARY

Summary table

When your application form is complete, all sections on this summary table will be marked as 'Complete'. The **'Complete' status will only appear when all the mandatory fields in that section have been completed.** All mandatory fields are marked with an asterisk '*'. Only then will a 'Submit' button appear for you to be able to submit your application.

PAGE 1: CLASSIFICATIONS

PLEASE CONFIRM THAT YOU MEET THE ELIGIBILITY CRITERIA AS STATED ON PAGES 4-5 OF THESE GUIDANCE NOTES.

Primary* and secondary subjects	Please select a Subject Group from the drop-down menu
Regional Interests*	Please select all relevant regions from the list provided.
Employing Organisation*	Please use the search bar to find your home institution and add the organisation to your application. If your organisation is not available, then it may not be registered in our system. Before requesting the addition of a new organisation, please check that it is not affiliated with any organisation that is already registered. If it needs to be added, please email us at GCRF@britac.ac.uk .

PAGE 2: LEAD APPLICANT PERSONAL DETAILS

Title, Names, Address, Email address etc.*	<p>Please take care to review and complete your personal details accurately. Errors in this section can cause difficulties in the processing of your application.</p> <p>Please use the search bar to find your home institution and add the organisation to your application. If your organisation is not available, then it may not be registered in our system. Before requesting the addition of a new organisation, please check that it is not affiliated with any organisation that is already registered. If it needs to be added please email us at GCRF@britac.ac.uk</p>
Co-applicants	<p>Please note that all applications must have one lead applicant, although applications on behalf of more than one person are welcome. Please note that all correspondence is sent via the system only to the individual in whose name the application is submitted on the British Academy Flexi-Grant® system. The applicant is responsible for notifying any other parties. If there is more than one applicant, or the research involves other partners, please complete this section, and the relevant sections of the co-applicant personal details and co-applicant career summary. A 'co-applicant' is a joint director of the project with equal responsibility for the academic management of the project. Postgraduate students are not eligible to apply for grant support from the Academy, and applicants (and co-applicants) are asked to confirm in the personal details section(s) that they are not currently working towards a PhD, nor awaiting the outcome of a <i>viva voce</i> examination, nor awaiting the acceptance of any corrections required by the examiners.</p> <p>Other participants in a project, whose involvement does not equate to being a 'co-applicant', should be named in the relevant section ('Other Participants') in the Research Proposal section.</p>
Nationality*	Please use the search bar to enter your nationality.

PAGE 3: LEAD APPLICANT CAREER SUMMARY

<p>Present Appointment, Employing Institution and Department*</p>	<p>Please give details of your current appointment. The Principal Investigator must be based at an eligible UK university or research institute, and must be of postdoctoral (or above) or equivalent status. The Principal Investigator must either be in permanent position at the institution, or have a fixed term position for the duration of the award.</p>
<p>Permanent position*</p>	<p>Applicants must be in established academic posts that will continue at least beyond the end of the funded period of the grant. If your post is not permanent, please explain further in the personal statement how you meet the terms of eligibility for these grants.</p>
<p>PhD confirmation*</p>	<p>Eligible applicants must have at least three years' postdoctoral experience. Applicants working towards a PhD, or awaiting the outcome of their viva/submission of corrections are not eligible to apply. Please therefore confirm that you have a PhD by answering yes. If you are an established scholar with relevant equivalent experience, but no doctorate, please select 'no' and indicate in the 'personal statement' field why you should be eligible for consideration.</p>
<p>Personal statement</p>	<p>This field is optional, but may be used, for example, in providing information regarding interruptions to an academic career. The limit on this field is 150 words.</p>
<p>CV Upload*</p>	<p>A brief CV should be uploaded here as a PDF file.</p>
<p>Where did you hear of this scheme? *</p>	<p>Please provide details of where you heard about this scheme.</p>

PAGES 4-9: CO-APPLICANT CAREER SUMMARY

<p>Present Appointment, Employing Institution and Department</p>	<p>Your co-applicant(s) will need to register themselves on the British Academy Flexi-Grant® system before they are able to complete this section. If applicable, please enter all the details of your co-applicant(s) by clicking 'Contributors' tab on the Application's 'Summary' page. Please click on the 'Invite' button, enter the co-applicant's email address and then click 'Send Invitation'. If necessary, it is possible to enter additional co-applicants by repeating the instructions above. Once you have clicked on the 'Send Invitation' button, your co-applicant will be able to view your application and, depending on permissions, amend and submit your application.</p> <p>Please give details of your current appointment. Co-Applicants must have at least three years' postdoctoral experience (or equivalent).</p>
<p>Permanent position</p>	<p>The Co-Applicant must either be in permanent position, or have a fixed term position for the duration of the award. If your post is not permanent, please explain further in the personal statement how you meet the terms of eligibility for these grants.</p>

PhD confirmation	Eligible co-applicants must have at least three years' postdoctoral experience. Applicants working towards a PhD, or awaiting the outcome of their viva/submission of corrections are not eligible to apply. Please therefore confirm that you have a PhD by answering yes. If you are an established scholar with relevant equivalent experience, but no doctorate, please select 'no' and indicate in the 'personal statement' field why you should be eligible for consideration.
Personal statement	Please use this space to explain your eligibility, if necessary, or to add any other relevant information that is not clear from the other answers in this form. This field is optional, and has a limit of 150 words.
CV upload	A brief CV should be uploaded here as a PDF file .

PAGE 10: RESEARCH PROPOSAL

Title of Research Proposal*	Please state the title of your research project.
Starting date/ end date/ project duration*	To select a date in the future using the calendar feature in the British Academy Flexi-Grant® system, click on the month and year in between the two arrows at the top of the box. A second box will appear where you can select the month you wish and then you can type the year you require in the box provided. Click 'Okay' and the calendar will take you to the month and year you have selected. Please note that awards must be up to 27 months in duration from a fixed starting date of 26 September 2018.
Abstract*	Please provide a short abstract summarising your proposed research in terms suitable for an informed general audience, not one specialised in your field. This is a mandatory field and the limit is 150 words.
Principal aims of project*	Please outline which research theme(s) your proposal falls under as described in the scheme guidance notes. Please indicate which of the overarching aims of the Sustainable Development Programme (sustainable governance, sustainable growth, and/or sustainable human development) your project most closely relates to. Please also indicate to which of the three sub-themes (heritage, dignity, and/or violence) your project relates.
Proposed programme*	This field should be used to describe the proposed research, including objectives, methodology and hypotheses, and the country/countries to which it is relevant. Please state whether the project is a new initiative or links to/builds on a project of longer standing. If appropriate, explain any achievements to date. Please explain briefly the project's intended audience and explain its potential impact in addressing the issues to be tackled. Please set out explicitly in this field the ways in which the

	proposed research links to the core aims and objective of the overall programme. The limit on this field is 1500 words.
Plan of action*	Please set out the proposed plan of action covering activity to be undertaken during the course of the one year of the award. This should be as detailed as is practicable, but suitable allowance may be made for variation in the event of an award being offered. The limit on this field is 800 words.
Planned research outputs*	Under 'planned research outputs', please only state the type of output expected. The word limit here is 300 words.
Plans for publication/dissemination*	Please give more detail about potential publishers etc. here. The limit is 500 words.
Deposit of datasets*	Please provide details of how and where any electronic or digital data (including datasets) developed during the project will be stored, along with details on the appropriate methods of access. It is a condition of award that all data be freely accessible during, and beyond, the lifetime of the project. If it is anticipated that no electronic data of any sort will emanate from the award in question, then please state this in the field along with any justification for this. The word limit for this section is 500 words.
Other participants/ Role of other participants/ Added value of collaboration	Under 'other participants' please give the names, appointments, and institutional affiliation of any other participants in the proposed research. Please describe the contribution to the project to be made by other participants, citing any particular specialisms and expertise, under 'role of other participants'; and under 'Added value of collaboration', please provide any comments you wish to make on the particular relevance, timeliness or other aspects of the collaboration, and the benefits envisaged.
Ethical Issues*	Are there any special ethical issues arising from your proposal that are not covered by the relevant professional Code of Practice? Have you obtained, or will you obtain ethical approval from your employing institution or other relevant authority? If the answers are yes to special ethical issues and no to having obtained prior approval, please describe in the available space the non-standard ethical issues arising from your research and how you will address them. Applicants must ensure the proposed research will be carried out to a high ethical standard and must ensure that any potential ethical issues have been considered and explain how these will be addressed. The British Academy requires the research it funds to be conducted in an ethical manner. The host institution is responsible for ensuring that ethical issues relating to the research project are identified and brought to the attention of the relevant approval or regulatory body. Ethical approval to undertake the research must be granted by the relevant authority before any work requiring approval

	begins. Wherever necessary, appropriate consent should be obtained from or on behalf of participants or others affected by the research.
Risk management*	Researchers funded under this programme may choose to undertake fieldwork in the course of the research project. Depending on the country/region concerned, there is a risk that the researchers will be in an area of civil unrest, violence/crime. At this stage, all research groups are required to indicate if (and where) they intend to undertake research in the field. For countries/regions considered by the UK government's Foreign and Commonwealth Office as a host nation of medium or high risk, applicants are also required to demonstrate that the PI (and the PI's host institution) understand the risk management implications and can monitor and manage the risks effectively. This aspect will be explicitly covered in the approval of any application by the appropriate authorities at the PI's host institution, to confirm that the duty of care responsibility rests with the host institution. The limit on this field is 750 words.
ODA Justification*	<p>Please provide an ODA justification statement. You should consider using the following questions when preparing this statement:</p> <ol style="list-style-type: none"> 1. Which country/countries on the DAC list will directly benefit from this proposal and are these countries likely to continue to be ODA eligible for the duration of the research? 2. How is your proposal directly and primarily relevant to the development challenges (Sustainable Development Goals) of these countries? 3. How do you expect that the outcome of your proposed activities promote the economic development and welfare of a country or countries on the DAC list / What are the Pathways to Impact?
Primary*/Secondary GCRF Challenge Areas	<p>The GCRF has three challenge areas, which are a vision for change and not intended to constrain innovative approaches in other areas that also address these aims.</p> <p>Please use this field to select and address which of these three areas primarily relates to your research proposal. This is a mandatory field and you also have the option to provide a second, optional challenge area, should you feel it is relevant.</p>
Other relevant information	Please use this space to provide details of any other relevant information.

PAGE 11: FINANCIAL DETAILS

Value Sought*	Please enter the total amount of funding sought.
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<p>Financial Details/ Justification*</p> <p>*Please refer to pages 5-6 above for a full list of eligible costs.</p>	<p>Eligible purposes for the funding include the time of the PI, and any Co-I (Co-Investigators) involved in directing the project (the minimum commitment of a PI is expected to be equivalent to 4 hours per week across the period of the award); postdoctoral research assistance; travel and related expenses; networking costs, including travel to London to attend three events organised by the British Academy; and a contribution to university costs in hosting and supporting the research team. Award-holders based in the UK will be expected to base the division of spend on the Full Economic Costing basis.</p> <p>Please use the table to indicate the figures for such costs (in GBP) between the various headings.</p> <p>Travel Costs: please include all costs associated with travel, whether by the PI, Co-Is or other participants. Remember to include the cost of travel to London for 3 events organised by the British Academy.</p> <p>Accommodation: please include all costs associated with accommodation for any participants in the project.</p> <p>Other Costs: please include in this section any other eligible costs, including consumables.</p> <p>Staff (Directly Allocated): please include all costs related to payment for the time of the PI and any Co-Is.</p> <p>Other Directly Allocated Costs: please include any other related costs; for example, for UK-based applicants, and University estates costs.</p> <p>Indirect Costs: Please include here any indirect costs such as central administrative costs or other university services.</p> <p>Research/Clerical Assistance: please include all costs of research or clerical assistance.</p> <p>In the justification box, please make a clear statement about the expected division of costs between the headings – indicating, for example, the amount of paid time to be spent on the project by the PI and any Co-Is, the number of research assistants and the amount of time they will be paid to work on the project, the expected costs of travel, networking, and related expenses and so on.</p>
<p>Applications to Other Funding Bodies</p>	<p>The British Academy does not require applicants to demonstrate that the research has also attracted funding from other bodies, but please use this space to indicate if it has done so. The limit on this field is 750 words.</p>

PAGE 12: EQUAL OPPORTUNITIES

<p>Equal opportunities</p>	<p>This section is optional. The Academy would however, greatly appreciate it if you complete the details.</p>
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	<p>You must either complete the form or tick the box stating that you do not want to complete the form. If you do not tick one or other of the boxes, the system will regard your application as incomplete and will not allow you to submit it.</p> <p>The British Academy is committed to its policy of Equal Opportunity in the provision of its grants and awards. Please help us to monitor the effectiveness of this policy by providing the following information concerning your age, gender, ethnic origin and disabilities (if any).</p> <p>This information will be kept separately from the rest of your application and will not be seen by those involved in making decisions in the selection process, including referees etc.</p>
<p>Date of birth</p>	<p>To select a date in the past using the calendar feature in the British Academy Flexi-Grant® system, click on the month and year in between the two arrows at the top of the box. A second box will appear where you can select the month you wish and then you can type the year you require in the box provided. Click 'Okay' and the calendar will take you to the month and year you have selected.</p>