INTERNATIONAL RESEARCH NETWORK
FOR THE STUDY OF SCIENCE & BELIEF IN SOCIETY

2022-2023 Grant Programmes for the INSBS

Application Guidance

Main Criteria for the Application

Each application should include an application form, a budget template, a timeline template, and several additional documents. The prompts below will help you to structure your request, and will be used to review your application and its ability to meet our strategic aims.

Application Form

Part 1: Project Details

Please provide the following:

- Project Title
- Principal Investigator
- Lead Organisation
- Co-Investigator(s)
- Project Start Date
- Project End Date
- Project Budget Requested (in GBP - all grants will be paid to grantee's institutions in GBP)

Part 2: Project Summary

(Word Count 400 words)

The Project Summary should summarise your whole project and it should be written for non-specialists. It should briefly state:

- The aim of the project;
- The specific research questions the project will help to answer;
- Why the project is needed, and how it relates to the wider aims of the grant scheme/network;

- The project activities;
- The outputs to be produced through the project activities;
- The impact you anticipate your project will have.

Part 3: Project Description

(Word Count 1500 words for seed funding and small grants; 1000 words for mentoring and international collaboration grants)

Use this section to tell us about your proposal in detail:

- The project activities including guiding research questions;
- The need for this project;
- How the project will address the aims of this grant scheme and INSBS;
- How your project will contribute to the development of the study of the subject matter within your country/region and within INSBS.

Part 4: Output and Outcomes

Use this section to describe the project related outputs and outcomes.

Outputs: tangible products that will be completed during the lifetime of your project, such as data sets, articles, books, blogs and seminar or conference presentations. Please give details of how you will evidence these outputs as part of a final project report.

If you expect to produce an article or book, we recognise that you will not be able to secure final publication during the lifetime of your project. In which case you can provide details of what you will report on. For example, for a journal article a final draft of the paper and details of the journal to which it has been submitted, or for a book, a copy of the proposal or sample chapters and/or a confirmation letter from a publisher.

Outcomes: the expected changes or impact that will result from the project's Outputs. Some of these changes may be evidenced before the end of the grant, while others may not be fully achieved until after the end of the project, and may depend on factors beyond the project team. Outcomes should describe what the success of this project would look like for both academics and non-academics. Please include your evaluation criteria in your proposed outcomes.

For example, an online webinar to interested audiences on the results of your research (an output) may lead to a change in perceptions, among the relevant community, about the relationship between science and religion/non-religion (an outcome). To evidence this perception change you could conduct a short survey pre and post-webinar recording if individual's perceptions of the subject matter changed due to your webinar.

Please include:

- A list and outline of each Output. Where possible include expected or indicative places for publication or similar such as a specific journal, website for a blog or book series/publisher.
- A description of each Outcome and the nature of the expected impact or change as a result of this research project.
- Quantifiable short-term indicators of the Outcomes, observable by the end of the project.
- Quantifiable long-term indicators of the Outcomes, which are indicators of change or progress that will happen past the end date of the project.

Each project is expected to have a <u>minimum</u> of two outputs; these should also be clearly identified in the project Timeline. Except the International Early Career Researcher Mentorship Grants, which are to be centred on one main output. We expect the scale and number of outputs to reflect the size and level of funding of the proposed research project.

Part 5: Project Personnel
(Word count 1000 words)

This section should include information about the people involved in running the project, including:

- Their full contact details
- Their positions and institutional affiliation
- An institutional letter of support for this proposal from each separate institution involved, including the lead organisation.
- Please also provide a short description of each team member's role (maximum 200 words for each team member), which details each project team member' specific track record, experience, and expertise in the proposed thematic area
- What their role would be in the project, and why they would perform that role effectively
- How this proposed project will advance career/research aspirations.
- Please also provide a **2-page Curriculum Vitae** for each member of the project team

Part 6: Budget Narrative

- This should be submitted in GBP
- The Budget Narrative should give a detailed outline and description of each item of the expenditure in each of the budget lines in the budget template. This should include a full breakdown of how each figure in the budget was calculated.

- Please note, INSBS funding cannot support any institutional overheads or indirect costs, and travel and lodging costs are capped at 10% of the total budget.

Part 7: Additional Funding

It is not necessary to have additional funding, but where applicable please list any funding from other sources. This should list the names of other sources of funding for this project, the amount provided by each source, and whether or not each source of additional funding has been already secured, where relevant this should also be listed in your institutional letter of support.

Additional Forms (please use the templates provided)

- **Budget**: please provide the budget in GBP broken down by the line items on the template. Download the Budget Template.
- **Timeline**: please provide a full timeline that indicates all of the key project tasks and milestones (including outputs). This will be used in assessing whether your project achieves its targets, and you will be asked to refer to it in your project report(s), if your project is funded. Download the Timeline Template.

Additional Documents

- Institutional letter(s) of support from each institution involved in the grant
- 2-page Curriculum Vitae for all applicants/project staff
- *For mentoring grants only:* a letter of support from the mentor

If you have any questions about the grants, or the application process, please do not hesitate to get in touch with us via the email: insbs@contacts.bham.ac.uk.