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# Research Grants Scheme

Application Package 2024–2025

## Guidance Notes

The Board of the Socio-Legal Studies Association (SLSA) has determined that funds will be set aside annually for the award of research grants and fieldwork grants. We welcome and encourage applications for research funding in all areas of socio-legal studies.

## Terms and conditions

* Applications will be considered only from those who are fully paid-up members (or registered as free student members) of the SLSA.
* No individual grant will exceed **£3000**.
* Decisions will be made no later than **31 January 2025**. All projects funded through this year’s competition must be scheduled for completion by **31 January 2026**.
* Applications cannot be made to retrospectively cover work already undertaken. Grants can only cover work scheduled to be carried out after the award is announced (i.e. from February 2024).
* Joint applications are welcome and particularly encouraged where permanent members of academic staff are partnering with precarious/unaffiliated researchers. Any such application must specify the institution to which payment should be made.
* The application must be costed in, and any award will be made in, GBP (£).
* A member of the SLSA shall be awarded a maximum of one research grant per year.
* No award may be made to a member of the Board of Trustees of the SLSA.
* The Research Grants Committee will make an annual report to the Board about the number and quality of applications for awards and the awards actually made. A summary of the Annual Report will be published in the Newsletter.
* The scheme will be advertised regularly in the Newsletter and weekly e-bulletin.
* Brief feedback will be provided to unsuccessful applicants.
* Recipients of awards will be required to submit to the *Socio-Legal Newsletter* a brief (max 200 words) summary at the start of their project. In addition, on completion of their research no later than **30 September 2026 –** except in special circumstances and with the agreement of the Newsletter Editor and/or Chair of the Research Grants Committee – recipients must submit a final report (max 350 words) for publication in the *Socio-Legal Newsletter*; OR contribute a blog to the SLSA Blog (max 1000 words); OR submit a video for the SLSA YouTube channel. Applicants should liaise with the Grants Subcommittee Chair and the Newsletter Editor about their reporting choice.
* If the above condition is not fulfilled (i.e. the applicant does not provide a report on the project) then the SLSA will approach the applicant’s institution to seek a refund of the award. Furthermore, the applicant will be barred from applying for future grants until the report is provided.
* Grant recipients will be required to acknowledge the fact of the award in any publication which stems from the research funded by the award.

## Organization of awards

Awards will be made by a sub-committee of the SLSA Board (the Research Grants Committee). If a conflict of interest arises, the relevant member of the Research Grants Committee will not participate in the decision about that application. If, in the opinion of the Research Grants Committee, there are insufficient appropriate applications to justify allocating the full sum available in the fund, then the Committee will make only such awards as it considers appropriate.

## Criteria

In making awards, the Research Grants Committee shall consider *inter alia* the criteria set out on the Application Form which are summarized as follows:

* Clarity of the aim/s and objective/s of the research;
* Originality, innovativeness and importance of the research;
* Methodology (including coherence with aim/s and objective/s, practicability, and, if applicable, ethical considerations);
* Budget; and
* Potential impact.

Funding will not normally be provided for the support of conference attendance (unless such attendance is itself integral to a research project) or the subsidizing of postgraduate or other course fees. Postgraduate student members of the SLSA should consider applying for funding under the PhD Fieldwork Grant Scheme using the appropriate application package available on the SLSA website. The Research Grants Scheme covers costs for ‘research’ only, which excludes, *inter alia*, costs for teaching buy-out, institutional overheads, or applications solely for funding conferences/seminars, which fall within the scope of the SLSA Seminar Competition fund.

## Privacy

The data supplied to the SLSA in the application process will be used solely for the purposes of processing your grant application, informing you of the outcome, and making any relevant payments. The name, institutional affiliation, amount awarded, and project title of successful applicants will be recorded on our [website](https://www.slsa.ac.uk/index.php/past-grantholders) and in the *Socio-Legal Newsletter*. We will check the SLSA membership database for your current membership status. Our legitimate basis for processing your data under Article 6 of GDPR is the performance of a contract. Any queries or data access requests should be addressed to admin@slsa.ac.uk in the first instance.

## How to apply

* Applications must be made using the Application Form provided below.
* The ‘Description of Research and Intended Outcomes’ section of the application must be completed in no more than TWO A4 pages in not less than 11-point font. If this section exceeds the two-page limit, the application will NOT be considered.
* The strictly enforced annual deadline for applications is **31 October**.
* The Application Form and accompanying reference and endorsement should be submitted by email to admin@slsa.ac.uk.
* Joint applications must specify the lead applicant. If applicants are employed in different institutions, payment will be made to the lead applicant’s institution.
* Applicants must name an Academic Referee who has been provided with a copy of the Application Form and consents to act as a referee. References may be contacted if an application is short-listed.
* The lead applicant’s Head of Department, Research Director or other appropriate officer must complete the Endorsement Form.
* Applicants are asked to cost their proposal clearly and precisely (or as best as possible). Costing particulars should have specific headings for all parts of the claim.

Any enquiries about the scheme and application process should be addressed to admin@slsa.ac.uk.

# Application Form

*Applicants should read the foregoing ‘Guidance Notes’ before completing the Application Form*

|  |  |
| --- | --- |
| NAME(S) OF APPLICANT(S) and SLSA CONTACT ID (Identify lead applicant, if relevant) |  |
| Postal address |  |
| Email address |  |
| Telephone |  |
| Present appointment & employer |  |
| Summary of academic career |  |
| Sum requested |  |
| Other sources of funding applied for/obtained for the project |  |
| Date of application |  |
| I confirm [confirm for each applicant] | [Applicant] is a fully paid-up member (or registered postgraduate member) of the SLSA. |
| Voluntary disclosure [provide if desired/applicable or delete]  *Providing this information is voluntary. Doing so will not impact your chances of being awarded funding but will help us to target extra funding to precariously employed members.* | [Applicant] is employed on a precarious (non-permanent) basis or is not currently employed by an HEI. |

## Description of Research and Intended Outcomes

**Reminder:** This section of the application must be completed in no more than TWO A4 pages in not less than 11-point font.

1. Title of Project:
2. Aim/s and objective/s of the research:
3. Describe the extent to which the research is original, innovative and important (including with reference to existing literature):
4. Describe the methodology (which should be coherent with the aim/s and objective/s, practicable, and, if applicable, include ethical considerations). If the application relates to a research visit, please provide a schedule of arrangements, interviews and personnel:
5. Budget (should be a reasonable assessment of specific costs, representing value for money. Any transcription costs should be based on a professional estimate):
6. Describe the extent to which any costs related to this project will be covered by existing/additional funding:
7. Describe the potential impact (including any dissemination plans and/or the enhancement of the prospect of obtaining future research grants from other grant making bodies):

## ACADEMIC REFERENCE

An Academic Referee must be provided with a copy of this application and agree, before the application deadline, to act as a referee.

|  |  |
| --- | --- |
| **Name of Academic Referee** |  |
| **Postal address** |  |
| **Email address** |  |
| **Telephone** |  |
| **Present appointment & employer** |  |

## ENDORSEMENT FORM

This is to certify that the above-named applicant is employed by [Institution].

In my capacity as [Head of Department, Research Director or other appropriate office], I endorse the SLSA Research Grant Application of the applicant. I agree that, if successful, the grant will be administered through my institution with no deduction for overheads. I also certify that I am aware of no institutional impediments which would affect the undertaking of this research and its successful completion.

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| --- | --- |
| Name of person providing endorsement |  |
| Postal address |  |
| Email address |  |
| Telephone |  |
| Present appointment & employer |  |
| Signature |  |
| Date |  |