

Knowledge Frontiers: International Interdisciplinary Research Projects

Scheme Notes for Applicants

Purpose and Research Focus

1. The British Academy is inviting proposals from UK-based researchers across all disciplines within the social sciences and the humanities to develop international interdisciplinary research projects with development impact, in collaboration with colleagues from the natural, engineering and/or medical sciences.
2. The complexities of global change and the proliferation of diverse communities of knowledge, practice and intelligence highlight the necessity of collaborative engagement between communities of practice, disciplines, capacities and borders. The British Academy is keen to support and work with proposals that strengthen understanding of challenges in this context and engage with questions concerning the relationship between expertise, public understanding and policy delivery. We are interested in projects of interdisciplinary nature that examine encounters between academic, professional and lay knowledge, and how valid knowledge, knowledge associations and evidence are built and developed, communicated and disseminated, and the factors which can serve as barriers to this in different political or cultural settings.
3. The British Academy is keen to support and work with proposals that build new research insights and collaborations across and between disciplines in the humanities and the social sciences and critically with disciplines in the arts and sciences as well as with partners outside academia. Proposals that creatively tackle cultural, public and/or policy controversies or thorny problems, or understand how such controversies have been understood and responded to in the past, would be particularly welcome. Such controversies might include, but need not be limited to, changing climate, movements across borders, socio-biological problems, artificial intelligence, medical humanities, people and infrastructures, and responses to or understanding of diseases and pathogens.
4. The purpose of each project will be to develop new ideas and methods to bear on existing international challenges and to deliver policy-relevant outputs which could potentially improve the welfare of people in developing countries. Projects will need to demonstrate an innovative and interdisciplinary partnership (between researchers in the social sciences or the humanities on the one hand and counterparts in the natural, engineering and/or medical sciences on the

other), yielding new conceptual understanding and policy-relevant evidence on questions of international significance which are also pertinent to the socio-economic development of countries on the OECD DAC list.

5. It is required that the projects will be international in scope or orientation, interdisciplinary and/or multi-stakeholder enterprises (nationally and/or internationally) led by established or emerging researchers in the UK, able to demonstrate creative thinking and potential to apply innovative research methods.
6. Proposals will aim to achieve the following outcomes:
 - a. Enhance public, cultural and/or policy understanding of international challenges past, present and future through the expertise of the humanities and the social sciences in collaboration with the natural, engineering and/or medical sciences;
 - b. Develop the insights required to address matters of international interdisciplinary concern;
 - c. Engender new interdisciplinary international collaborations in order to yield new understanding for culture, policy and/or research agendas;
 - d. Further cross-learning between disciplines and/or between academic, policy, cultural, practitioner and public communities on issues that are topical, under-explored or necessitate reframing;
 - e. Support the socio-economic welfare of developing countries.
7. While the British Academy does not have any other preconceived ideas regarding the exact type of project, outputs and dissemination of the research, the onus is on project proposers to convince the Academy that their projects fully address the aims described above.
8. The research outputs should inform policymaking and/or public awareness in the UK and internationally. Outputs must include both peer-reviewed academic publications that are policy-relevant and more targeted policy papers/briefings. Outputs may also include but need not be limited to: online resources, blogs, videos and podcasts.
9. Successful projects will be required to work closely with the British Academy's International Research & Policy team. This will include attending events at the British Academy during the course of the award and having regular contact with the team.
10. Awards are of one year in duration and are available for up to £50,000.
11. Applicants are invited to submit their applications by **Wednesday 11 October 2017 (17.00 UK Time)**.

Suitable Candidates

12. The lead applicant must be based at a UK university or research institute, and be of postdoctoral or above status (or have equivalent research experience). The lead applicant must either be in a permanent position at the institution or have a fixed-term position for the duration of the award. International Co-applicants, and in particular Co-applicants from OECD DAC countries, are strongly encouraged.
13. Co-applicants in the natural, engineering and/or medical sciences are required.
14. Award holders from the first round of the British Academy's *Tackling the UK's International Challenges* scheme are able to apply for funding that further develops their original award. They are not able to apply with a proposal which does not relate to their original award. Award holders under any other British Academy funding scheme may apply.

ODA Eligibility Criteria

15. Only proposals which aim to support the “economic development and welfare of developing countries” will be supported under this call. The primary objective of the proposed project must thus be directly and primarily relevant to the problems of **developing countries** in order for the research to be counted as **ODA**. The British Academy will require applicants to demonstrate that their proposals are 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.

Research Ethics

16. Applicants must ensure that the proposed research will be carried out to a high ethical standard. They must ensure that any potential ethical issues have been considered and must also explain how these will be addressed. The British Academy requires the research it funds to be conducted in an ethical manner.
17. 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.
18. 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.

19. Applicants will be asked to indicate whether their proposed research raises any special ethical issues, and whether their application has been approved by the institution's Research Ethics Committee or other relevant authority.

Risk Management

20. Proposals funded under this call may choose to undertake (a part of) their research in a country/region where there is a risk of civil unrest, violence or crime.
21. All proposals will be required to indicate if (and where) they intend to undertake research. 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.

Value of Awards and Eligible Costs

22. The value of the award is set at a maximum of £50,000. Funding can be used to support:
 - a. research/clerical assistance;
 - b. research expenses and consumables;
 - c. travel and subsistence;
 - d. networking, meeting and conference costs.
23. Awards are not funded on a full economic costs basis, with contributions to overheads an ineligible cost.
24. In addition, the following items are **not 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. payment to the principal researcher(s) in lieu of salary, or for personal maintenance at home;
 - g. replacement teaching costs;

- h. travel and maintenance expenses for purposes such as lecture tours or to write up the results of research.
25. Awards will be paid in full on acceptance of the award. Payment will be made to the host institution where the lead applicant is based.

Reporting

26. The lead applicant and any Co-Applicant(s) will be required to attend an inception event at the British Academy at the start of their award.
27. The lead applicant and any Co-Applicant(s) will be expected to stay in regular contact with the British Academy's International Research & Policy team throughout the course of the award.
28. A final report and final statement of expenditure will be required within three months of the end date of the award, and any underspend will be required to be refunded to the British Academy.

Period of Award

29. Funding for the projects will begin between **1 and 31 January 2018**. Projects may only last up to 12 months.

Application and Assessment Procedures

30. All applicants must register in the British Academy Flexi-Grant® Grant Management System (GMS) to enable the processing and assessment of their application. All applications must be submitted in English.
31. 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.
32. The deadline for submissions is **Wednesday 11 October 2017 (17.00 UK Time)**. Host institutions must approve applications by **Thursday 12 October 2017 (17.00 UK Time)**. Final decisions will be confirmed no later than December 2017.

Assessment Criteria

33. Applications will be assessed against the following criteria:
- a. The quality, significance and originality of the proposal, in particular in relation to making a significant advance in understanding of the topics, issues and concepts within the scope of the award;

- b. Evidence that the project is ODA eligible. Only projects that demonstrate they satisfy ODA eligibility criteria will be eligible for funding;
- c. The ability of the proposal to enhance public, cultural and/or policy understanding of international challenges past, present and future through interdisciplinary expertise;
- d. Evidence of how the project will deepen existing or forge new international collaborations;
- e. Evidence of how interdisciplinary or cross-disciplinary approaches are providing new insights into the topic of study;
- f. The feasibility of the proposal in terms of appropriate and robust methodology and appropriate timing and plan of action;
- g. The feasibility of appropriate plans to manage the project and disseminate findings to relevant audiences;
- h. Value for money.

Code of Practice

- 34. The British Academy has a Code of Practice for assessing research applications, 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 Academy's ethics policy and the appeals procedure. The [Code of Practice](#) may be viewed on the British Academy website.
- 35. The British Academy is 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 scheme, applicants undertake to accept the terms under which applications are assessed.

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 11th October 2017.* 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: Eligibility
- Page 2: Lead Applicant details
- Page 3: Lead Applicant Career Summary
- Page 4: Co-Applicant Career Summary
- Page 5: Research Proposal
- Page 6: Financial Details
- Page 7: 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.
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PAGE 1: ELIGIBILITY

Eligibility*	Please confirm that you meet the eligibility criteria as stated on page 3 of these guidance notes.
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PAGE 2: LEAD APPLICANT PERSONAL DETAILS

<p>Title, Names, Address, Email address etc.</p>	<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 internationalchallenges@britac.ac.uk</p>
<p>Co-applicants</p>	<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>

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 a 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>PhD confirmation</p>	<p>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>

PAGE 4: CO-APPLICANT CAREER SUMMARY

<p>Present Appointment, Employing</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-</p>
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Institution and Department	<p>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 from OECD DAC countries are strongly encouraged. Co-applicants in the natural, engineering and/or medical sciences are required. Co-applicants must be of postdoctoral (or above) or equivalent status. The Co-applicant must either be in permanent position at the institution, or have a fixed term position for the duration of the award.</p>
PhD confirmation	<p>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>
Personal statement	<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>
CV upload	<p>A brief CV should be uploaded here as a PDF file.</p>

PAGE 5: RESEARCH PROPOSAL

Subject area	<p>Please select the subject most relevant to your research from the drop-down menu.</p>
Starting date/ end date	<p>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.</p> <p>Please note that awards may be held over a period of up to 12 months from a starting date not earlier than 1 January 2018 and not later than 31 January 2018.</p>
Abstract	<p>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.</p>
Principal aims of project	<p>Please outline which research theme(s) your proposal falls under as described in the scheme guidance notes. Please state briefly in a sentence or two why your application is particularly relevant to this theme.</p>
Proposed programme	<p>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 clearly whether the project is a relatively new initiative or 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. The limit for the proposed programme field is 1500 words.</p>
Plan of action	<p>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.</p>
Planned research outputs/plans for	<p>Under 'planned research outputs', please only state the type of output expected. Please give more detail about potential publishers etc. under 'plans for publication', for which the limit is 500 words.</p>

publication/dissemination	
ODA Justification Statement	<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?
Other participants/ Role of other participants/ Added value of collaboration	<p>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.</p>
Ethical Issues	<p>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.</p>
Risk management	<p>Researchers funded under this programme may choose to undertake fieldwork while 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.</p>

Benefits – International context	Is the proposed engagement likely to meet international challenges facing society? If so, briefly explain in what ways the benefits more generally might be spread to other countries. The limit on this field is 550 words.
Benefits – UK context	Is the proposed activity likely to meet national challenges facing the UK? If so, briefly explain in what ways the UK more generally might benefit. The limit on this field is 550 words.
Other relevant information	Please use this space to provide details of any other relevant information.

PAGE 6: FINANCIAL DETAILS

Financial Details/ Justification *Please refer to pages 4-5 above for a full list of eligible costs.	<p>Please provide details of funding in the relevant fields.</p> <p>Please outline the costs for the grant in the appropriate budget heading. Please note that this grant will not be paid on a fEC basis and contributions to overheads are not an eligible cost.</p> <p>The total maximum for the grant will be £50,000. Please do not use ‘£’ signs in the amount boxes.</p>
Applications to Other Funding Bodies	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.

PAGE 7: EQUAL OPPORTUNITIES

Equal opportunities/ Co-Applicant Equal Opportunities	<p>This section is optional. The Academy would however, greatly appreciate it if you complete the details.</p> <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>
Date of birth	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.