BRITISH
ACADEMY
for the humanities and social sciences

British Academy: Tackling the UK's International Challenges
Scheme Notes for Applicants

Summary: Purpose and Research Focus

1. The British Academy is inviting proposals from UK-based researchers in the Social Sciences and Humanities to develop projects related to the following topics:

   - Urban Futures;
   - Conflict, Stability & Security;
   - Justice, Rights & Equality;
   - Europe's Futures;
   - Knowledge Frontiers.

2. This call is part of a new round of Research Projects under the British Academy's Tackling the UK's International Challenges programme. Awards are of one-year in duration. The themes stated above correspond to the British Academy's current international policy priorities (more information on this below).

3. The purpose of each project will be to bring new research ideas and methods to bear on existing international challenges and to deliver specific policy-relevant outputs. Projects will need to demonstrate an innovative and interdisciplinary approach yielding new conceptual understanding in the above themes. Projects at the interface of two or more of the above themes are encouraged. The research outputs should inform policymaking and / or public awareness of the above themes in the UK and internationally. For this Scheme originality can also arise in terms of looking at material (such as archival material) in new ways or bringing forth new understandings from material that had previously been unknown or less well known, or innovative combinations of researchers (and/or practitioners) in an interdisciplinary manner.

4. Projects could aim to amongst other outcomes:

   a. Drive change in research agendas through promoting innovative, interdisciplinary research;
   b. Produce interdisciplinary policy relevant insights;
   c. Affect public understanding of international challenges and the responses needed to address societal questions of significance to the UK and the world;
   d. Further cross-learning between disciplines and/or between academic, policy, practitioner and public communities on issues that are topical, under-explored or necessitate reframing.

5. It is expected 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 based in the UK, able to demonstrate creative thinking and potential to apply innovative research methods.

6. 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 British Academy that their project fully addresses the aims described above.

7. Applicants are invited to submit their applications by **Wednesday, 02 November 2016 (1700 UK Time)**.

Context: Background to the British Academy's work in this area

8. The British Academy's international policy work is currently guided by a number of priority themes. These themes focus on: urban futures; conflict, stability and security; justice, rights and equality; Europe's futures; and, knowledge frontiers. These themes are broadly understood by the British Academy to encompass questions pertaining to both the humanities and social sciences.

9. *Urban Futures*. The world is urbanising at an unprecedented pace and scale. Already home to over half of the global population, modern-day cities are complex, ever evolving entities, which nurture an extraordinary plurality of urban life. This plurality manifests itself in various forms of inclusiveness, innovation and resilience, but can also entail friction, inequality and unsustainable practices – in the global North as well as in the global South. The challenge is to re-imagine the urban in an age of increasing complexity and develop practices which enable cities to survive and thrive in potentially turbulent futures engendered by economic crises, social insecurity, conflict and climate change. The British Academy is keen to support and work with projects which seek to expand contemporary understanding of urban futures by developing new ideas and approaches towards urban pluralism in its many forms, and in particular urban governance, prosperity and living in the context of volatile urban futures.

10. *Conflict, Stability & Security*. The challenges posed by tackling conflict and striving for stability and security at individual, local, regional, national and international levels are of particular salience today. These challenges have historical roots and parallels and there is a need for cultural and linguistic understanding that is often missing in engaging effectively with the multifaceted issues at stake. Such understanding has a bearing on political and policy possibilities and resolutions that may well bring into question the norms of international conflict resolution today, and the stability and security of fragile societies. The British Academy is keen to support and work with novel interdisciplinary undertakings by researchers to address problems, themes and conceptual issues and clarifications necessary in this broad area and would welcome original proposed activities.

11. *Justice, Rights & Equality*. The modern marketplace of politics is in permanent flux, characterised by increasing insecurity and a growing multiplicity of actors. In the international domain, development agencies have had variable success with delivering on promises of justice, rights and equality. At the domestic level, local communities question universally-proclaimed normative assertions and seek tailored solutions to global problems. The political landscape is no longer dominated exclusively by states, but includes a wide range of non-state actors with varying degrees of influence and often divergent interests. Consensus on what constitutes the

common good is dissipating and core dilemmas concerning the relationship between the local and the global, and between notions of justice, rights and equality, are garnering attention. The British Academy is keen to support and work with researchers wishing to explore afresh, through an interdisciplinary and cross-regional approach, varying perceptions of justice, rights and equality, as well as their practical implications, with a view to developing new understanding of tensions at the interface between global norms and local attempts to realise justice, rights and equality.

12. *Europe's Futures*. This is a time of intense uncertainty and change in the relationship of different societies towards Europe, as illustrated by recent events in the UK. Major challenges have arisen, such as those related to the fracture of and dissipation of European frameworks on human rights, the cohesion of Europe as a social and political entity, the management of migration and borders, the affective dimension, and senses of belonging. The idea and practice of Europe is changing across the continent. Sentiments and narratives of community and belonging are poorly understood, yet pivotal in shaping public and policy responses. The British Academy is keen to support and work with creative and comparative proposals to engage with and better understand the varied legacies of Europe's imagined community, and how policy may respond in progressive ways to hard-wired sentiments.

13. *Knowledge Frontiers*. 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. The British Academy is interested in projects that provide originality and new thinking, and ways of communicating this, to our understanding of the international challenges the UK faces, as well as conceptual work and demonstration projects, particularly of a cross-disciplinary nature that examine 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.

14. In providing funding for these projects, the British Academy expects to work with the successful project leaders and research teams as part of its own international policy engagement under the five themes.

Suitable Candidates

15. The applicant must be based at a UK university or research institute, and be of postdoctoral (or above) or equivalent status. The applicant must either be in permanent position at the institution, or have a fixed term position for the duration of the award. Co-applicants do not need to be UK residents.

Outputs

16. The outputs could include the following, which is not an exhaustive list:

    a. Journal articles

b. Edited collections of essays
c. Policy papers/briefings
d. Blogs
e. Online resources
f. Videos
g. Podcasts

Value of awards and Eligible Costs

17. The value of the award is set at a maximum of £50,000. Funding can be used to support research/clerical assistance (up to £20,000), research expenses and consumables (up to £15,000), travel and subsistence (up to £10,000), and networking, meeting and conference costs (up to £5,000).

18. Awards are not funded on a full economic costs basis, with contributions to overheads an ineligible cost.

19. The following items are also not currently eligible for funding; computer hardware including laptops, electronic notebooks, digital cameras, etc; books and other permanent resources; the preparation of camera-ready copy, copy-editing, proof-reading, indexing, nor any other editorial task; subventions for direct production costs (printing, binding, distribution, marketing etc); costs of publication in electronic media; payment to the principal researcher(s) in lieu of salary, or for personal maintenance at home; replacement teaching costs; travel and maintenance expenses for purposes such as lecture tours or to write up the results of research.

20. Awards will be paid in full on acceptance of the award. Payment will be made to the UK host institution where the lead applicant is based.

Reporting

21. 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 programme.

Period of award

22. Funding for the projects will begin no later than 31 March 2016. Projects are expected to last up to 12 months.

Application and assessment procedures

23. All applicants must register in the British Academy's online eGAP system to enable the processing and assessment of their application. All applications must be submitted in English.

24. All applications will be subject to an eligibility check undertaken by appropriate British Academy staff before being put forward for assessment, with applications that are not completed correctly and on time will not be considered.

25. The deadline for submissions is on **Wednesday, 02 November 2016 (1700 UK Time)**. Host institutions must approve applications by **Thursday, 03 November 2016 (1700 UK Time)**. Final decisions will be confirmed by February 2017 and successful projects are expected to begin between 01 March 2017 and 31 March 2017.

Assessment criteria

26. Members of the panel will assess applications 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 timescale of the award.
    b. Evidence of how the project will bring together cross-disciplinary and international expertise.
    c. Demonstrable relevance to one or more of the themes outlined.
    d. The feasibility of the proposal in terms of appropriate and robust methodology; and appropriate timing and plan of action.
    e. The feasibility of appropriate plans to manage the project and disseminate findings to relevant audiences.
    f. Value for money.

Code of Practice

27. 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 British Academy's ethics policy and the appeals procedure. The Code of Practice may be viewed on the British Academy's website.

Application Information and Deadline

Applications can only be submitted online using the British Academy's electronic Grant Application and Processing (eGAP) system. Applications cannot be submitted on paper. *The deadline for application to be submitted is **02 November 2016.*** The application will be treated as confidential at all times.

When completing your application on eGAP, it is recommended that you take particular note of the following points:

- *Personal details:* When registered in the eGAP 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 advised to save your work regularly to prevent accidental loss of text. In particular you should be aware that if the system does not detect any activity for 3 hours it will log out and everything that has not been saved will be lost. Please note that typing and moving between *tabs* within an application is not considered an activity, you need to have pressed the save button or have moved from one *page* to another. It is recommended that you write the text for longer sections in a word processor such as Word and then copy and paste into the 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.

- *Character limits:* When completing boxes that have a restricted length (note that it refers to characters and not words and that the count includes spaces) 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 character limit and paste it into eGAP. You will then still have a copy of the text to return to in the word processor. The character limit applies to text boxes.

- *Plain text:* If entering plain text, please avoid using symbols as some may not be accepted by eGAP. 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 application.

- *Email addresses:* The eGAP 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:* You can let other eGAP users view your draft application, in advance of submission, by using the 'Share application' facility on the application, providing their email address and entering the permissions you want them to have. (Please note you do **not** need to 'share' the application with your referee to enable them to provide their reference.) Sharers will be able to log in using their own account, their existing password and then see and, depending on permissions, amend your application. If you choose to do this, the sharer needs to click on My Applications once they have logged on to see *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. You 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 check the Frequently Asked Questions about the eGAP system on the British Academy's website.

PLEASE NOTE THAT IT IS ESSENTIAL THAT YOU CREATE A PDF OF YOUR COMPLETED APPLICATION (by clicking 'Print Application'), 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.

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

AII 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.

Completion of application

SUMMARY

Summary table	When your application form is complete, all sections on this summary table will have a green tick. A green tick 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.

SUBJECTS

Primary and secondary subjects	Please select a Subject Group from the drop down menu
Subject	Please select all relevant subjects from the list provided. This can only be done once the 'Subject Group' has been selected Please bear in mind that the Academy's choice of assessor is directly related to the primary subject selected.

CLASSIFICATIONS

Classifications	Time periods and regional interests: please select the time period(s) and regions of the world most relevant to the topic of your research. Audiences: if your research is of particular relevance to more than an academic audience, such as policymakers or more general audiences, please specify here.

APPLICANT PERSONAL DETAILS

Title, Names, Address, Email address etc.	The applicant should be the Project Director or Project Chairman. Please note that we fully understand that this is not a personal application to the individual concerned, but is submitted in their name on behalf of the project and its management committee as a whole. Please take care to complete this accurately. Errors in this section can cause difficulties in the processing of your application
Co-applicants	Please note that all applications should have one named lead applicant, although many projects may wish to name other co-applicants who share in the leading and direction of the project. Please note that all correspondence is sent via the system only to the individual in whose name the application is submitted on eGAP. If you wish to name more than one applicant, please complete this section, and the relevant sections of the co-applicant personal details and co-applicant career summary.

APPLICANT CAREER SUMMARY

Present Appointment and Employing Institution	Please confirm your current appointment and institution. If independent or retired scholar, please say so.
Curriculum Vitae	A brief CV of the principal applicant should be attached and must be a pdf format file.

ORGANISATIONS

Organisation **Please be aware that 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 closing date. 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.**	Please select the organisation to which any grant, if approved, should be made payable or select 'independent scholar' if payment is to be made to an organization or one or more individuals not appearing in the list. The majority of appropriate establishments appear in the drop-down list. If the appropriate organisation is not there, however, please contact the institution's research support services, or equivalent, and ask them to contact the British Academy (internationalchallenges@britac.ac.uk) with contact details of an appropriate person in the organisation to act as an approver on its behalf. All applications must be approved by the appropriate authorities e.g. research grants office, finance department, etc. The approving department will receive email notification once you have completed your application and submitted it. They will be asked to provide approval and then submit the application to the British Academy. It is strongly recommended that you advise the approving department at your employing institution outside the eGAP system as the British Academy cannot be held responsible for emails being caught in spam filters or not being received.

CO-APPLICANT PERSONAL DETAILS

Specify Co-Applicant	Your co-applicant(s) will need to be registered on eGAP before you are able to complete this section. If applicable, please enter all the details of your co-applicant(s). Please click 'Add Co-Applicant', enter the co-applicant's email address and then click next. Confirm the user by clicking 'Next' then select the permissions you wish the sharer to have with your application and then click 'Finish'. It is possible to go back each step by clicking 'Previous'. If necessary, it is possible to enter additional co-applicants by repeating the instructions above. Once you have clicked on the 'Finish' button, your co-applicant will be able to view your application and, depending on permissions, amend and submit your application. If you choose to do this, the sharer needs to click on My Applications once they have logged on to see *your* application.

PROPOSAL

Subject	Please select a Subject from the drop down menu. This can only be done once the 'Subject Group' has been selected.
Abstract	Please state the main aims of the project in simple terms that can be understood by a general audience in no more than a couple of sentences. The limit on this field is 1100 characters. The character limits include spaces.
Research Project	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 on this field is 5000 characters including spaces.
Plans for publication / dissemination	Please describe the proposed output(s) from the project, including plans for future publication or other dissemination of the results both to academic and non-academic audiences. The limit on this field is 1500 characters including spaces.
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 1500 characters including spaces.
Start/End Date/Duration (months)	The start date for grants in this programme must be between 01 March 2017 and 31 March 2017. The end date must be between 01 March 2018 and 31 March 2018.
Other participants	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. The limit on each of these fields is 1500 characters including spaces.
Principal aims of project	Please outline which of the British Academy five themes your proposal primarily relates to; Urban Futures; Conflict, Stability & Security; Justice, Rights & Equality; Europe's Futures; Knowledge Frontiers.
Other relevant information	Please use this field to address issues related to 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. Part of the funding may also be used for specialist and on-going training for researchers undertaking fieldwork in areas of medium or high risk. The limit on this field is 1500 characters including spaces.

Ethical approval obtained	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 so, please briefly explain in the field Ethical approval (more information) below. 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. This is a mandatory field and the limit is 1100 characters.

FINANCIAL DETAILS

Financial Details/Justification	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. The total maximum for the grant will be £50,000.
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 2000 characters including spaces.

EQUAL OPPORTUNITIES

Equal opportunities/Co-Applicant Equal Opportunities 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). **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.**	This section is optional. The Academy would however, greatly appreciate it if you complete the details. 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.
Date of birth	To select a date in the past using the calendar feature in eGAP, 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.