The British Institute of Persian Studies

(A Registered Charity)



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**Tel. 020 7969 5203; e-mail** [bips@britac.ac.uk](mailto:bips@britac.ac.uk)

**APPLICATION FOR BIPS GRANTS**

**TYPE OF GRANT**

Please, indicate which grant you are applying for.

|  |  |
| --- | --- |
| Research Assistant Grant (RA) |  |
| Research Grant |  |
| Student Travel Grant |  |

**RESEARCH PROGRAMME**

Before making an application, you MUST consult with the programme director relevant to your project, preferably at least two weeks before the deadline. The programme directorcan guide you with your application. Your application will not be considered unless you have discussed it with the programme director.

ANCIENT PROGRAMME: Professor Lloyd Llewellyn-Jones [Llewellyn-JonesL@cardiff.ac.uk]

MEDIEVAL PROGRAMME: Professor Andrew Peacock [acsp@st-andrews.ac.uk]

MODERN PROGRAMME: Dr Shabnam Holliday [shabnam.holliday@plymouth.ac.uk]

Please, indicate which Research Programme is the one relevant to your application and state when you contacted the Research Director.

|  |  |
| --- | --- |
| Ancient |  |
| Medieval |  |
| Modern |  |

**APPLICATION**

|  |  |
| --- | --- |
| Name | (Title, first name, surname) |
| Institution and affiliation | (You must be affiliated to a British academic institution to be considered for a BIPS grant) |
| Title of project |  |
| Amount requested |  |
| Email address |  |
| Address |  |
| Permanent address if different |  |
| Nationality |  |
| Languages | (Other than English, please indicate level of knowledge) |
| Fieldwork experience |  |
| Other qualifications |  |
| Name of first referee |  |
| Name of second referee |  |

Please email completed form to [bips@britac.ac.uk](mailto:bips@britac.ac.uk).

**CONDITIONS AND CLARIFICATIONS FOR GRANT APPLICATIONS**

Before making an application, please read these conditions carefully.

1. You must be a member of BIPS to claim your award; you are encouraged to be a member when you apply for the grant. Please see our website, and click Join Us, to see about becoming a member if you are not onealready.
2. You MUST be affiliated to a UK-based university, institute of higher education or a UK museum, generally either as an enrolled student or employee. Your application WILL NOT be considered without this affiliation.
3. You must have two referees for your application. The references MUST arrive before the deadline and it is your responsibility to make sure they do. Applications without both references will not be considered. If you are applying for a Research or a Research Assistant grant, you need to have at least one referee from outside your owninstitution. Furthermore, referees should NOT be involved in the project outlined in this application.
4. We DO NOT give grants for publication of books or articles, photocopying or digital reproductions, postage, or the purchase of books or materials.
5. Students (undergraduate and post-graduate, including doctoral candidates) should apply for travel grants, which are limited to £1,200.00. DO NOT make applications for more than this amount.

**PLEASE MAKE SURE YOU HAVE READ THESE CONDITIONS CAREFULLY. Your application will not be considered if you have not complied with them.**

**Please confirm: I have read and understood the terms and conditions of this grant:**

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| --- | --- |
| Signed: | DATE: |

**PUBLICATIONS/PUBLIC OUTPUTS**

Please list your principal and/or relevant publications or other public outputs (to a maximum of six).

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|  |

Are other researchers involved in this project?

|  |  |  |  |
| --- | --- | --- | --- |
| Yes |  | No |  |

If yes, please list and describe their roles. What is your role overall in the project?

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**ABOUT YOUR RESEARCH PROJECT**

**Title of project**

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In the box below, please describe your project in 100-150 words.

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Please describe the relationship between this current proposal and your research project as a whole. Are you applying for funding to facilitate specific aspects of the research project, to disseminate its findings, or to complete the entire project?

|  |
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**Duration of research project and relation to funding**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| a) Duration of current proposal | start |  | end |  |
|  |  |  |  |  |
| b) Duration of entire research project (if different) | start |  | end |  |

c) Detail all previous BIPS support for this project, in the last two years, giving details of outputs and/or dissemination (including references).

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**Has an application been made for an Iranian Government permit?**

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**Scheme of Research (current proposal)**

Please describe the scheme of research for which you are seeking an award, using the following sub-headings: research question(s); aims; research context; research methods; timescale/work plan. Please extend the box below if necessary. (1000 words maximum)

|  |
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Please describe in detail the proposed output(s) from the research and outline your specific plans for publication or other dissemination of the research for which you are seeking an award.

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Please supply any additional information which may support this bid (e.g. collaboration, partnership, wider benefits, match funding). (200 words maximum)

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**JUSTIFICATION OF COSTS AND BUDGET**

**Applications MUST be clearly costed out.** Please list the elements/aspects of this project for which you are requesting funding and a breakdown of total costs that will be incurred. Explain how each relates to the project as a whole described above and why each is necessary to fulfil/address your research questions/aims or else contributes to the dissemination of your findings. In the case of multiple funders, kindly clearly indicate what BIPS is being asked to fund.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | | | **Cost** | |
| Research/clerical assistance (for RA Grant): *please state period of employment and hourly/monthly rate. Please specify how total period has been calculated* | | |  | |
|  | | |  | |
| Details of costs; please specify | | |  | |
| Income; please provide details | | |  | |
|  | | |  | |
| **Total cost** | **£** | Funds requested from BIPS | £ |  |

**PREVIOUS AWARDS FROM BIPS**

Is this your first application for a BIPS’ award? YES / NO

If no, have you presented a report on your last award at a BIPS workshop? YES / NO

If yes, please give details, including outputs:

|  |
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|  |

N.B. THIS APPLICATION WILL NOT BE CONSIDERED IF YOU HAVE NOT PRESENTED A REPORT ON YOUR LAST AWARD AT A BIPS WORKSHOP

**REFEREES**

Referees should send the references directly to the BIPS Secretary by email ([bips@britac.ac.uk](mailto:bips@britac.ac.uk))**. It is the responsibility of the applicant to ensure that these references arrive before the deadline date; without them the application will not be considered.**

**First referee**

|  |  |
| --- | --- |
| Name: |  |
| University and affiliation |  |
| Email Address: |  |
| Phone number: |  |
| Postal Address: |  |

**Second referee**

|  |  |
| --- | --- |
| Name: |  |
| University and affiliation |  |
| Email Address: |  |
| Phone number: |  |
| Postal Address: |  |

Thank you for completing this form. We will contact you as soon as possible after the funding round deadline.