

## Call for Applications for IUAES Commission Seed Funding Grants

### Introduction

The Executive Committee of the IUAES is making a sum of £15,000 (fifteen thousand pounds GBP) available for seed-funding grants to established IUAES Commissions. Since the funds from which these grants are drawn derive, for the largest part, from members' fees, the processes of application and especially reporting must and will be open to scrutiny by all IUAES members.

Applications must be for a minimum of £500 and a maximum £1500 per project.

### Eligibility

All established IUAES Commissions may apply, providing that they are fully up-to-date in meeting regular IUAES-EC deadlines and reporting on their activities. Commissions must include with their application a full list of their individual members. All listed Commission members should be paid-up IUAES members. This is to ensure that IUAES member-generated funds are used to assist IUAES members.

All applications must be submitted by or through at least one 'sponsoring' Commission. Applications may also be submitted by or through two or more 'sponsoring' Commissions. All applications must have the explicit support of at least one IUAES Commission's chair and deputy chair; but they may be supported by the chair and deputy chair of more than one Commission.

Each Commission may receive funding for no more than one project that is exclusively its own project.

Each Commission may participate in no more than two projects in total. This means that:

- a) each Commission may simultaneously be funded for an exclusive project while participating in no more than one collaborative project led by another Commission and involving two or more Commissions; or
- b) each Commission may be involved in up to two collaborative projects.

In other words, each Commission may be involved simultaneously in no more than two IUAES-funded projects: either one exclusive project and one collaborative project involving two or more Commissions; or two collaborative projects involving two or more Commissions.

All applicants and all persons involved in the work of an IUAES-funded project and/or benefiting in any way from any funding that is received must be fully paid up IUAES members, both at the time of application and throughout the time that the funds are utilised.

This is because the funds from which the grants are drawn derive from IUAES members' fees.

### Fundable activities:

#### A project symposium leading to publication

A project symposium at which collaborative research (including research on anthropological teaching and/or applied or engaged anthropology) of Commission members is presented<sup>1</sup> with concrete plans to subsequently publish.<sup>2</sup>

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#### Footnotes include important specifications for preparing your application:

<sup>1</sup> The costs of the symposia such as printing, audio-visual equipment, meeting-room hire and tea/coffee may be covered from the grant, as may administration costs directly related to the meeting. However, the awarded funds may not be used for full meals, dinners or other beverages, for travel expenses and/or the subsistence costs of Commission members or other participants. Furthermore, the awarded funds may be used for only those administration costs that are *directly* related to the meeting or its related activities. Administrator and/or

### **A project symposium leading to a collaborative anthropological educational programme**

A project symposium to discuss collaborative work to develop a collaborative anthropological educational programme, arranged by one or more Commissions.<sup>3</sup>

### **Meeting to prepare a joint research funding application**

A meeting or other activity with the aim to prepare a joint application to an appropriate funding agency for a research grant (including teaching related research) arranged by a single Commission, or by more than one Commission working collaboratively.

If an application for this kind of project-proposal preparation funding is approved, the funding will be released only if and when the applicants can demonstrate that at least equivalent (matching) funding has been obtained from or guaranteed by another source.<sup>4</sup>

### **Project website establishment and/or maintenance**

The establishment of a research project webpage (or its maintenance for up to three years) for an already established Commission's research or teaching-related project. A maximum of 50% of the total budget for establishing and maintaining that website for a period of no more than three years may be sought. (Maintenance of a Commission's own website is ineligible.)

### **Virtual conference costs for a Commission's research project and leading to a publication**

Teleconference costs or other virtual conference expenses to maintain a Commission's already established research or teaching-related project, provided that the project produces publication outputs.<sup>5</sup>

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Research Assistant salaries may not be paid for from any funding obtained directly from the IUAES for such project symposia.

<sup>2</sup> With the Executive Committee's prior approval, such publications must be identified clearly as a product of the IUAES (bearing the IUAES name and logo). They must also carry the statement that "Since the IUAES endorses the principle of academic freedom, the IUAES is not responsible for the contents of or the opinions expressed in this publication." Furthermore, all paid-up individual IUAES members should be able, for at least a year subsequent to initial publication (and for at least a year subsequent to initial soft-cover publication), to obtain the publication (in whatever format) at a discounted price.

<sup>3</sup> The costs of the symposia such as printing, audio-visual equipment, meeting-room hire and tea/coffee may be covered from the grant, as may administration costs directly related to the meeting. However, the awarded funds may not be used for full meals, dinners or other beverages, for travel expenses and/or the subsistence costs of Commission members or other participants. Furthermore, the awarded funds may be used for only those administration costs that are directly related to the meeting or its related activities. Administrator and/or Research Assistant salaries may not be paid for from any funding obtained directly from the IUAES for such project symposia.

With the Executive Committee's prior approval, such a programme must be identified clearly as a product of the IUAES (bearing the IUAES name and logo) on its website and on all programme communications. They must also carry the statement that "Since the IUAES endorses the principle of academic freedom, the IUAES is not responsible for the contents of or the opinions expressed in this publication." Moreover, all paid-up individual IUAES members should be able to register for the programme at a discounted price, the discount being at least equal to 125% of the then current maximum IUAES membership rate at the time of registration. All advertising for the programme must encourage programme participants to become paid-up members of the IUAES and to maintain their membership for at least the duration of the programme.

<sup>4</sup> The costs of the meeting such as printing, audio-visual equipment, meeting-room hire and simple snacks plus tea/coffee may be covered from the grant, as may administration costs directly related to the meeting. However, the awarded funds may not be used for full meals or other beverages, for travel expenses and/or the subsistence costs of commission members or other participants. Furthermore, the awarded funds may be used for only those administration costs that are directly related to the meeting or related activities. Administrator and/or Research Assistant salaries may not be paid for from any funding obtained directly from the IUAES for project-proposal preparation.

<sup>5</sup> With the Executive Committee's prior approval, these need to be identified as IUAES publications (bearing the IUAES name and logo). They must also carry the statement that "Since the IUAES endorses the principle of academic freedom, the IUAES is not responsible for the contents of or the opinions expressed in this publication." Furthermore, all individual IUAES members must be able to obtain such publications at a

### **Contribution to establishment of a MOOC (or equivalent)**

Contributions of up to 20% of the cost of establishing a Massive Open Online Course (MOOC), or its equivalent in order to ensure that the teaching product of the work of a Commission (or more than one Commission) reaches as wide an audience as possible, to increase the visibility of both the Commission/s and the IUAES. In this case, if the right to register and participate in the MOOC (or equivalent) is charged for, a discount at least equal to 125% of the then current maximum IUAES membership rate must be provided for all paid up individual members of the IUAES at the time of registration.<sup>6</sup>

#### ***Please note***

- a. Since these awards constitute seed funding only, all projects funded by them must be such that the IUAES funding provided must have been expended and the funded project reported on within no more than three years of the project's proposed start.
- b. Neither establishing a Commission nor creating or maintaining the infrastructure needed (such as a Commission website) to ensure that a Commission continues to function effectively and/or optimally is, in itself, fundable from this source.

### **Consideration of applications**

All applications will be peer reviewed by an international committee of anthropologists/ethnologists who have no conflicts of interest. The committee may seek additional outside peer review whenever its members believe that to be necessary. The members of the committee will be nominated by the full Executive Committee and will ideally include active past and present IUAES office holders or researchers who have contributed to IUAES research publications.

Among the **selection criteria** will be:

- The feasibility of the proposed project or activity
- The likelihood that it will produce tangible outcomes such as published materials or other outcomes that will be of benefit to members of the IUAES and to the IUAES as a whole.
- The impact of the proposed project or activity on the goals of Commission/s
- Overall positive impact on the IUAES
- Overall positive impact on the discipline globally

#### ***Please note***

Priority will be given to projects that lead to publication carrying the IUAES name and logo or otherwise help to strengthen the IUAES's public profile thereby benefiting IUAES members.

### **Conditions of award**

Successful applicants who may be the chair, the deputy chair or another member of an established IUAES Commission, will be required, with the explicit support of at least one Commission chair and deputy chair, to sign personally, on behalf of the Commission/s that has/have made and thus 'sponsored' the application, that

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discounted price for at least a year after first publication and for at least a year subsequent to initial soft-cover publication.

<sup>6</sup> With the Executive Committee's prior approval, any MOOC (or equivalent) produced following IUAES funding needs to be identified as having been supported by the IUAES and to bear the IUAES name and logo. It must also carry the statement that "Since the IUAES endorses the principle of academic freedom, the IUAES is not responsible for the contents of or the opinions expressed in this course."

- a. the awarded funds will be expended exclusively in a manner that is in keeping with the above terms of the award
- b. all and any publication and or other outcome of the funded project that is made or will be made publically accessible will, once it has Executive Committee approval, carry the IUAES name and logo and be treated as a product of the IUAES, and be made available to paid up individual IUAES members at a discounted rate.

## **Reporting requirements**

Since the funds from which these grants are drawn derive for the largest part from IUAES members' fees, the processes of application and especially all reporting on these projects must and will be open to scrutiny by all IUAES members. The following is designed to make that scrutiny possible.

1. A **final report** must be submitted on the first 31<sup>st</sup> May following completion of the project. Once considered by the IUAES Executive Committee or its delegated committee, final reports will be uploaded onto the IUAES website.

A **final report**, for which a template will be provided, must include:

- a. A detailed description of the activities that were undertaken, including full attendance lists, duration of meetings and the particular contributions of all those participating.
- b. A detailed description of the outcome/s of the project including a full list of all publications and/or other publically accessible outcomes emanating from the funded project (or that are expected to emanate from it within the following two years).
- c. A detailed financial statement showing all expenditures as well as all additional grants obtained and how they were used. The financial statement must be accompanied by receipts for all expenditures.

Failure to provide a satisfactory **final report**, as assessed by the Executive Committee or its delegated committee, will be noted against future proposals submitted by all persons involved and participating in the project and by the respective Commissions of which they are members.

The EC may also seek additional information about subsequent publications after submission of an IUAES-funded project's final report.

2. Commissions which have been awarded IUAES funds in terms of this funding grant should also report briefly, in their annual Commission reports, on their respective IUAES-funded projects.
3. While only a final report is normally required for an IUAES-funded project, the IUAES Executive Committee may, if it has reason to believe that such a project is not proceeding as planned, require an interim progress report, including a detailed statement of expenditure, from the Commission/s responsible for that project.

## **Opening and closing dates for applications:**

This call for applications is being circulated in mid-January 2016.

## **The closing date for applications is 31 March 2016.**

Applications, using the form which will be available on the IUAES web page by mid February and can also be requested from the IUAES Secretary-General or Treasurer, should be sent to **both** the IUAES Secretary-General, Junji Koizumi, and the IUAES Treasurer, Andrew 'Mugsy' Spiegel at

[koizumi@hus.osaka-u.ac.jp](mailto:koizumi@hus.osaka-u.ac.jp) and [mugsy.spiegel@uct.ac.za](mailto:mugsy.spiegel@uct.ac.za)

It is hoped that the peer-review process will have been completed and decisions taken within a further two months (that is by 31 May 2016). While all applicants will be informed of the outcome, details of all approved proposals will be uploaded onto the IUAES website.

Depending on the extent to which applications to the first call are successful, there may be a second call for further applications if funding has not been expended. Applications for additional funding following previously successful awards will be eligible but will not be given preference over new applications. The earliest date for a second call will be one year after the first call (i.e. January 2017).

No call for applications will be made in 2018 as that is the year of an IUAES World Congress.

***Please note:*** There is no certainty that further awards of this type will be possible in the near future unless the IUAES's general funding situation becomes more stable. If, as an active IUAES Commission member, you would like to suggest ideas for ensuring the stability of IUAES General Funds, please contact the IUAES Secretary-General and/or Treasurer who will bring them to the attention of the IUAES Executive Committee.