BA/Leverhulme Small Research Grants

Frequently Asked Questions

Eligibility

I have just completed my Ph.D. Can I apply for a grant?

The Academy welcomes applications from recent post-doctoral graduates. In order to be eligible, you must have successfully passed your viva voce examination and completed any corrections.

I am not affiliated to a UK academic institution. Can I apply for funding?

Eligibility criteria will be clearly stated in all competition scheme notes. Affiliation to a UK academic institution is not a requirement for Small Research Grants, which are open to all postdoctoral scholar's resident in the UK.

I am currently a Principal or Co-Investigator on another British Academy grant. Am I eligible to apply?

If you are currently a principal investigator on an Academy research grant, you may not apply as either principal or co-investigator on another research grant until the conditions relating to the award held as principal investigator have been met.

However, if a person is currently a co-investigator on an Academy research grant, then they may apply as a principal or co-investigator on another research grant.

I was unsuccessful in applying to the Academy in a previous round. Are resubmissions accepted?

Yes, resubmission of the same proposal may be made once in the Small Grants scheme. An applicant is eligible to re-apply with a revised or different proposal so long as they meet the eligibility criteria.

Application

My project is due to start before the decision date. Can I apply?

No. The Scheme Notes will specify the earliest date that research may commence for each round of competition.

What is the latest I can apply to start my project?

This will normally be clearly stated in the scheme notes relevant to the round of application.

Does my Co-Applicant' have to be based in the UK?

No, a 'Co-Applicant' can be based overseas, provided there is a UK based Principle Applicant.

I am not sure whether to list someone as a Co-Applicant or other participant. What is the difference?

A 'co-applicant' is a joint director of the project with equal responsibility for the academic management of the project. An 'other participant' can be anyone else actively associated with the project.

Does my referee have to be based in the UK?

No, references written in English from appropriate overseas referees are welcomed by the Academy.

Who can offer institutional authorisation for my application?

Institutional authorisation must be given by the registered approver in the e-GAP system. This is variable at each institution and will often be the Research Grants or Contracts Office or equivalent. You should seek advice at your home institution.

When I apply for funding through any of the awards offered by the British Academy, can I include in the application the cost of APCs (Article Processing Charges) to enable any articles that may arise from the research to be published in learned journals that offer a 'Gold' open access option?

No. Currently the Academy's position is that costs of publication are not eligible costs.

Does the Academy require the outputs of the research it funds to be made available in any open access format?

No, this is not currently a stipulation of any Academy award.

Award

How do I submit my end of grant report?

Final reports must be submitted by logging in again to your e-GAP account and choosing 'My Awards' from the personal log-in page, then selecting the link to 'view' the award on which the report is due. This will take you to the Award Holder Details section of your account, which is set out in the same tabular format as the application. Click on the tab headed 'Reports'. Selecting 'View' will open the report form for editing. You can open, save and return to the report form as often as required until it has been completed. When all of the mandatory fields have been completed, press 'Save' and then 'Submit' to log the report formally in the system. You may also choose to share the report with any other registered user of the system (e.g. a finance officer) by selecting the 'Share' option. Once completed the report can be printed for your records by closing the option to 'Print', which will create a PDF format file for you to send to the printer. Should the 'Submit' button not appear, this will almost certainly mean that a field has not been completed correctly. Please go back and check that all five tabs have been completed correctly (Financial, Outreach, Personal

Details, Research and Final Report Data). Mandatory fields are marked with an asterisk (*). Please ensure that all fields so marked have been completed, if necessary with a 0 (zero) if there is a nil return on the financial details, or n/a in a text field. Please do not enter a £ sign in the financial tab, just the numerals for each amount. After you have clicked 'Save' when all of the relevant fields have been completed, the 'Submit' button will appear immediately beside the 'Save' button. Please click on 'Submit' to formalise the submission of the report to the Academy.