

SMALL GRANT SCHEME – SUNWAY-LANCASTER

1. Introduction

The purpose of the scheme is to encourage research collaboration between staff at Sunway University and Lancaster University.

The Sunway Research Committee and Lancaster Partnership Management Group (Sunway) invites applications from academic staff from Sunway University and Lancaster University to submit joint applications for funding for research. The maximum grant will be **£15,000**. The funding source is the Sunway Staff Development Fund. Projects should last no longer than 12 months.

Where proposals are judged to be of equal academic merit, awards will be biased in favour of:

- ◇ work leading to bids for external research funding
- ◇ potential to lead to publications or other research outputs
- ◇ collaborative and interdisciplinary work

Applications should be no more than **four A4 pages** in length in font size of at least 10 point and should include the following information:

Personal information: Name, grade and departmental address, highest academic qualification and date of award and whether currently registered for a higher degree. Current position and date of first appointment to that position.

Project title and duration: Provide a title for the project and the anticipated start and end dates.

Description of proposed research: Provide a description in terms understandable to a general academic readership, rather than a subject specialist. Explain how the grant will enable the proposed research to be carried out. Identify tangible expected outcomes, including the benefits to each university which will flow from the research being carried out.

Purpose of funding: The funding can be used for any, or all, of the following activities:

- support for joint workshops at held at Lancaster involving Sunway and Lancaster staff (e.g. to cover on-shore accommodation costs);
- to hire temporary research assistance where the person employed is based at Lancaster;
- to cover the costs of on-shore visits in the UK for the purposes of data collection;

- to cover the costs of data purchase;
- to allow Sunway staff to buy out teaching time so that they can spend an extended period at Lancaster in framing grant applications or writing up papers;
- to fund a pilot project to acquire preliminary data to support a future grant application, including laboratory research.

Please email your application and statement to the Research and Enterprise Office by **30th October 2015**.

Grant recipients will be required to provide a one page final report within one month of their grant end date with details of bids submitted as a result of the funding and a list of outputs produced.

Applicants who have previously received a grant under the scheme but have, as yet, failed to submit a final report will not be considered for a further award.

CONDITIONS OF AWARD

- 1 Funding will only be released following ethical approval.
- 2 Funding is available to staff only whilst they remain in the employ of Lancaster or Sunway University.
- 3 Any proposed changes to the research or planned expenditure of funds must be approved by Sunway University REO.
- 4 A one page report, to include a breakdown of expenditure, to be submitted to the REO within one month of the end of the grant. Future applications to the Small Grants Scheme will not be successful if a report has not been provided for a previous small grant. A template for the report is attached.
- 5 Acknowledgement of the contribution made by the Research Committee in any future publications arising from its initial investment.