

**Call for applications for the Decade of Centenaries Bursary 2023
in honour of the late Dr Éamon Phoenix**

Deadline: 17:00p.m. (GMT), Friday 5th April 2023

This document outlines:

What you need to know about the Royal Irish Academy Decade of Centenaries Bursary

- How to make your application
- How we assess and decide on your application
- How we process your application

Applicants are required to read the guidelines to applicants carefully before submitting an application.

Background

As part of its work for the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media, The Expert Advisory Group on Centenary Commemorations highlighted the importance of creating opportunities to support ongoing research and scholarship at national and local level.

Under this strand, the Department, in consultation with the Expert Advisory Group, developed proposals for a bursary scheme, as part of the commemorative programme for the final phase of the Decade of Centenaries. The Royal Irish Academy (RIA) are pleased to undertake the development and delivery of the Bursary scheme.

- The aim of this scheme is to encourage new local research and local history studies (local, national, and regional) as a means of recognising the significant contribution of local historians in furthering fields of study relating to the Struggle for Independence and the Civil War period within their communities;
- The scheme also aims to prioritise making the outputs of the research freely available to the public with a view to contributing to a significant and publicly accessible legacy for the Decade of Centenaries;
- The purpose of this grant is to provide support for the direct costs of research up to a maximum of €10,000;
- Typically awards will be made in the region of €5,000-€10,000 but smaller projects will also be considered;
- All projects must be completed, and all associated reports and invoices/financial details submitted by 30th May 2024

The application form is available [here](#)

All queries can be sent to grants@ria.ie

Criteria and priorities

Each application will be assessed on the following criteria:

- Academic merit, taking into account originality, relationship to, and the volume of, existing research in the field and the scholarly importance of proposed research
- suitability of methodology, and feasibility of project (bearing in mind relevant experience)
- intended outcomes and dissemination of research (plans for publication or other public dissemination)

Assessors will evaluate the ability of the applicant to undertake the proposed research. The primary assessment of quality will be based on the specific research objective of the proposal, and whether the methodology and research outlined are likely to lead to successful achievement of this objective.

The Academy also values the significant role of public libraries and archives - not only as depositories of unique archival materials of local significance but also as safe, accessible spaces at the heart of their communities. Applications to carry out research which partnering with relevant local libraries, local studies departments or archives are welcome.

Applications are welcomed which focus on any of the themes listed below:

- New research to explore local legacies, personalities, places, events, and themes that have particular significance within communities, parishes, and counties;
- New research to explore the fates of the minority communities on both sides of the border following Partition;
- New research to explore the contribution and experiences of women during this period, e.g., women's participation in political, military, professional and domestic roles;
- New research exploring Ireland and the Wider World, including local connections, emigration, and the role of the Irish Diaspora in the events that occurred during this period; Ireland's admission into the League of Nations and Ireland's membership of the International Labour Organisation.
- New research exploring a changing society during this period, focusing on social history; popular social, cultural, and civic movements; the Irish language; creative thinking and the arts; sport; and innovation;
- New research exploring nationhood, identity, and State-Building – the establishment of a new Irish Free State and the challenges faced by the emerging Irish State;
- New research exploring how the events of this period have been remembered and commemorated within families, communities, and parishes over the past century – how the process of commemoration has evolved.
- New comparative research exploring the Irish period and associated themes in an international context.
- New research exploring '*Emotions, experiences, and expectations*' – what was felt and what was hoped for through revolution, civil war, and beyond.
- '*History and commemoration revisited*' – new research reflecting on the Decade of Centenaries – its impact and legacy.
- New research exploring '*The process of rebuilding a nation*' – reflections on healing, repairing, and re-building following the Civil War

Who can apply:

- We invite applications from researchers across all career stages, both professional researchers including doctoral and postdoctoral students as well as local historians, independent scholars etc. whose research focuses on a region or locality
- There is no requirement for an applicant to be a university graduate however applicants must demonstrate that their research is likely to constitute a significant and scholarly contribution to historical knowledge
- The grant is open to candidates engaged in historical research on fields of study relating to the Struggle for Independence and the Civil War period in Ireland within their communities in line with the themes listed above
- All applicants, whether based in Ireland or elsewhere must propose working on an Irish local history project, drawing on Irish-based sources

Costs and activities which are eligible:

- Proposals for a clearly defined piece of research or research activity with an output which will be made freely available to the public via the Decade of Centenaries website and by other appropriate means.

- The only expenses payable are the costs directly related to the research being carried out, up to a maximum of €10,000 per project approved. All costs must be supported by evidence of payment (receipts, invoices etc.) upon completion of the project and only costs which are supported by correct eligible documentation will be reimbursed

Costs and activities which are ineligible

- Only one Decade of Centenaries Bursary may be held, or applied for, at any one time, and an application cannot be accepted if the applicant has a report outstanding on a previous RIA Grant.
- Institutional overheads, or any element that should be ascribed to institutional overheads; computer hardware including laptops, electronic notebooks, digital cameras, etc; lab / bench fees, books and other permanent resources; the preparation of camera-ready copy, copy-editing, nor any other editorial task; costs of publication in electronic media, any costs incurred as part of a profit-making initiative (including publication costs), payment to the principal researcher(s) in lieu of salary, replacement teaching costs; travel and maintenance expenses for purposes such as lecture tours or to write up the results of research. Attendance at conferences is not an allowable expense.
- Research assistant costs or any such costs which could be defined as wages/honorariums.
- Any part of an activity that has already taken place. Any activity that is related to costs in your budget expenditure cannot begin until we have made a decision on your application at the end of May 2023.

What is required to make an application?

A completed application form, which will include the name and contact details of two referees and a detailed breakdown of costs associated with the proposal.

How applications are processed and assessed

Applications that are deemed eligible will progress to the assessment stage by the Centenaries Bursary Assessment Committee. If your application is ineligible, you will receive a letter informing you that your application will not be assessed.

Eligible applications will be assessed by the Centenaries Bursary Assessment Committee of the Royal Irish Academy (RIA) based on the criteria and guidelines within this document. Recommendations will be made to the RIA for ratification based on the budget and the applications received. You will then receive a letter of decision. If your application has been successful, we will include information about what you should do next. If you have not been successful you may contact the RIA for feedback on your application.

Role of the Chair of the working group

The primary role of the Chair is to facilitate the Assessment Committee in making its assessment, and to make sure that fair decisions are made in as efficient a manner as possible. In conjunction with RIA staff, the Chair must also ensure that assessments are made in line with the published criteria and that assessment procedures are followed. In general, the Chair does not have a voting role in the assessment. The exceptions to this are:

- when consensus cannot be reached, and a casting vote is necessary
- when a conflict of interest is declared by another Assessor member.

Role of the Assessment Committee

Based on the applications presented to them members of the Assessment Committee are asked to use their expertise and knowledge to assess, score and make decisions in line with the published criteria for the award and in the context of available funds. The RIA staff member (Senior Programme Manager) who is present at the Assessment panel does not have a vote in the scoring of applications. However, the staff member is there to offer support and advice to the working group

when needed. Those who are involved in assessing are required to review and assess material in advance of the Assessment Committee meeting and on the day to score each application against the criteria and to articulate the rationale for their support or otherwise of an application. They are also asked to assist the Chair in ensuring that all decisions are made within the allocated time period for the meeting. Assessors cannot abstain from making decisions unless in the case that an interest is declared. All Members of the working group and the Chair must complete both conflict of interest and confidentiality declaration forms.

Assessment criteria

Assessment of applications will be carried out in line with published criteria for the grant scheme outlined above. Applications are assessed in a competitive context and with consideration of the available resources. Assessors are requested to familiarise themselves with the specific grant criteria in advance of making their review or assessment. There are no quotas for different types of application. Comparative judgements about value for money may be taken into account at the final stage of assessment.

Payment

Each grant will be paid in two parts. 50% of the allocated funding will be made available once the Royal Irish Academy is furnished with the following:

- Confirmation of acceptance of the grant and all its conditions
- A copy of your online tax clearance verification number (if applicable)
- Notify the RIA of any potential conflicts of interest which might arise during the course of the project.

The remaining 50% of the grant (Payment Two) will be released upon safe receipt of the following:

- A fully detailed statement of income and expenditure using the template available from
- **grants@ria.ie**
- Submitted receipts for each expense incurred (Important: Only fully itemised, vouched expenses can be reimbursed)
- Submission of a detailed report by the date outlined in the letter of offer
- Submission of a 'web report' (template available from grants@ria.ie) and a relevant high-quality image (300dpi) that provides a concise overview of the project, main findings and impacts of the research
- Submission of an output to be made freely available to the public via the Decade of Centenaries website and by other appropriate means.

Royal Irish Academy Statement on Diversity and Inclusion

It is Academy policy to ensure that its procedures for the nomination and elections of Members; membership of Council, Multidisciplinary and other Academy committees; nominations of candidates for international prizes and membership of international committees; awards of Academy medals, prizes, and research fellowships; and appointments of all staff are fair and equitable. No one should be disadvantaged or receive less favourable treatment because of gender, institutional affiliation, discipline, marital status, family status, age, disability, sexual orientation, race, religion, or membership of the Traveller community. To view the Academy's statement on Diversity and Inclusion please see [here](#).

Application Information

How to apply

Applicants must complete the online application form by **17:00p.m. (GMT), Friday 5 April 2023**

Section one: Contact details of applicant

- a) Name
- b) Address

- c) Phone
- d) Email

- All correspondence will be sent to the named individual at the email address specified on the form.

Section two: Project details

Criterion A: Academic merit, taking into account originality, relationship to, and the volume of, existing research in the field and the scholarly importance of proposed research. (30%)

- a) Title of proposed project
- b) Please provide a brief abstract (for publicising funded projects etc.) Maximum 350 words
- c) Please indicate which of the themes (listed above) the proposal falls under
- d) Please provide a longer summary of the project taking into account its originality and contribution to research on furthering fields of study relating to the Struggle for Independence and the Civil War period within communities (maximum 1,000 words)

Criterion B: Suitability of methodology, demonstration of relevant experience of applicant and feasibility and feasibility of project within timescale (40%)

- e) Institution (if applicable)
- f) Current position (if applicable)
- g) Please give a summary of your research experience to date, list (if applicable) previous appointments, academic training (including degree name and date) and publications that would demonstrate to the panel your ability to conduct the research you are proposing
- h) Please use this space to detail any additional relevant experience and achievements that would demonstrate to the panel your ability to conduct the research you are proposing
- i) Please describe the proposed methodology for the project; the research questions and approach to be taken (maximum 350 words)
- j) Please outline the timeline of the proposed project describing the different stages of the project and how they will be achieved (maximum 750 words) Please note the requirement for all projects to be completed by May 2024
- k) Costings: please provide a breakdown of your estimates costs within the three areas (project planning and development costs, travel and subsistence and limited consumables). Please note that all costs must be supported by evidence of payment (receipts, invoices etc.) upon completion of the project and only costs which are supported by correct eligible documentation will be reimbursed

Applicants should prepare accurate costings for the proposed research expenses. Funding is offered competitively, and proposals on the margin for award may have a greater chance of success if they are accurately and modestly costed. Costs should be clearly itemised and justified in terms of research.

If the RIA is being asked to support only a proportion of the total costs, please list all the expenses connected with the research, as assessors will gauge the costs with reference to the scale of the whole project. Please indicate which costs are being sought from the Academy.

Points to note:

In assessing value for money, the working group will consider the intended outcome relative to the amount requested. However, it is appreciated that some modes of research are more expensive than others and proposals will not be discriminated against on these grounds.

Criterion C: Intended outcomes and dissemination of research (30%)

- l) Please provide a concise list of the intended outcomes from the proposed research activity, to include proposed publications, public lectures etc
- m) Please indicate the format, details etc. of how you intend to make the outputs from this project freely available to the public via the Decade of Centenaries website and by other appropriate means

Section three: Previous RIA Awards/Fellowships

- a) Please give details of any research grants you have received from the Academy within the last five years.

Please note only one Centenaries Bursary may be held, or applied for, at any one time, and an application cannot be accepted if the applicant has a report outstanding on any previous RIA grant.

Section four: References

- a) Please provide the names and contact details of two referees, and outline the relevance of their experience in supporting this application who have confirmed that they are happy to be contacted in relation to this application.
- b) Please upload a letter of verification (pdf file) from one named referee confirming the applicant's ability and suitability to undertake the research

Section five: Declarations

- The Academy requires the research it funds be conducted in an ethical manner. It expects accurate reporting of findings and a commitment to enabling others to replicate results where possible; impartiality of researchers to the subject of the research; fair dealing in respect of other researchers and their intellectual property. Applicants should indicate whether their proposed research raises any special ethical issues. All applicants must confirm that they (please tick as necessary)
- Independent researchers without access to formal ethical scrutiny and approval should briefly describe any special ethical issues, and explain how they will be addressed. Independent researchers should observe, where appropriate, the standards of research practice set out in guidelines published by scientific and learned societies, and other relevant professional bodies. All researchers should be aware of the legal requirements that regulate their work.

Subsistence Rates:

The Academy will offer no more than €2,000 per month for expenses away from home if applicable. Eligible expenses, which **must be receipted** include food, accommodation and local daily travel and cannot exceed the daily totals within the guidelines provided by the department of Public Expenditure and Reform: For a full list of subsistence allowances abroad please see [here](#). The Academy does not pay per diem rates and will only cover expenses that are vouched by receipt.

Research Ethics

The Academy requires the research it funds be conducted in an ethical manner. It expects accurate reporting of findings and a commitment to enabling others to replicate results where possible; impartiality of researchers to the subject of the research; fair dealing in respect of other researchers and their intellectual property. Applicants should indicate whether their proposed research raises any special ethical issues.

All applicants must confirm that they:

- have secured approval for the proposed research from their respective institutions *Research Ethics Committee* (or its equivalent)
- are aware of and signed up to their respective institutions *Code of Good Research Practice*.

Independent researchers without access to formal ethical scrutiny and approval should briefly describe any special ethical issues and explain how they will be addressed. Independent researchers should observe, where appropriate, the standards of research practice set out in guidelines published by scientific and learned societies, and other relevant professional bodies. All researchers should be aware of the legal requirements that regulate their work.

Mentors

The Assessment Committee may appoint one or more members to act as mentors for the project, who will normally contact a grant recipient to enquire about work in progress and discuss with the grant recipient their research questions and any issues they may have as the project proceeds.

Declaration

Please note that submitting the application form constitutes confirmation that the information provided is complete and accurate, and acceptance of all terms, conditions and notices contained in the *Guidelines for Applicants*. Subsequent discovery of any deliberate falsehood will automatically render the application null and void. If an award has been made, the RIA may require a full refund. A full list of successful projects will be published on the RIA website.