



## Society for Church Archaeology Annual Research Grant

### **Notes for Applicants**

The Society for Church Archaeology invites applicants for its annual research grant. The amount requested should not exceed £1,000 and application is open to members of the Society proposing a research project, including fieldwork where appropriate, in any area of church archaeology. Applications from those outside the Society will also be considered, so long as they become a member, if successful.

The grant can cover, or contribute to, research expenses, including travel, materials and accommodation, but not capital equipment nor the applicant's salary (although specialist's fees are eligible). The Society is pleased to accept applications for pilot projects; funding to help attract larger grants; discrete projects within the framework of a larger project; and small standalone projects. We welcome applications from academics, professionals, amateurs and particularly from early career scholars and postgraduate students (although the Society will not cover university fees).

### **Scope**

The area of study should fall within the broad remit of the Society, as set out in its mission statement:

*Established in 1996, the Society for Church Archaeology was formed to promote the study, conservation and preservation of places of worship of all faiths and denominations. The Society encourages the highest standards of academic excellence and research through its Journal and annual conference. It endeavours to ensure that expert archaeological and art historical input in its widest sense is focused into such issues as the investigation and protection of religious buildings, their material culture, burial grounds and environs.*

*The Society is an important forum which will have an input into the thinking behind national policies affecting religious sites, liaising with other interested organisations in their efforts to find the right balance between conservation, change and, where relevant, the ongoing pastoral and liturgical requirements within all types of active places of worship.*

### **The Application**

Close attention should be paid to the requirements of the application form, which include an account of the proposed research; a breakdown of expenditure, which may not include university fees or overheads; and details of two referees. The applicant must additionally ask their referees to send their references directly to the Grants Officer. We expect the referees to comment on the project and your ability to deliver it; if you are a doctoral student, one referee should be your supervisor. The Society reserves the right to appoint an independent referee.

The Grants Officer is happy to advise on procedure prior to the submission of an application. While all applications are regarded as confidential, the Society will publish the names of the successful applicant/s and the title of the work/s for which the grant/s are awarded.

The Society asks applicants not to ask for more than the minimum they require, as this may enable the Panel to recommend an additional award. Equally, an applicant who needs a larger sum should not be put off from applying, so long as £1000 will still be useful to them, in the completion of their project.

### ***Process***

Please submit your application to the Grants Officer, Dr Kristján Ahronson at [kristjan.ahronson@wolfson.ox.ac.uk](mailto:kristjan.ahronson@wolfson.ox.ac.uk) by November 15th each year; paper application cannot be considered, unless by prior arrangement. References should be received by November 30th.

Decisions are assessed by the Research Grants Panel, which is chaired by one of the trustees and otherwise includes the Grants Officer and one or two other members of the SCA committee. Any conflict of interest will be declared.

The Panel will make recommendations to the full committee at the next SCA Committee meeting, usually January, where the final decision will be made. Each applicant will receive a summary of the panel's comments about their application, but the Committee's decision is final.

For 2020-21, the Research Grants Panel will be Jackie Hall (Trustee), Kristján Ahronson (Grants Officer), and John Wand (Committee member), with Martin Huggon (Journal Editor) as reserve.

### ***Assessment Criteria***

- How will the proposed project contribute to church archaeology, viewed in its broadest sense?
- Will new knowledge, methods or techniques result from the research?
- Is the proposed project realistic, using the methodology and resources proposed, and how critical will the Society's funding be for the project?
- Referees' reports.

### ***Following Award of Grant***

Transfer of funds to the successful applicant/s, will be arranged by the SCA treasurer, for their personal use (payment will not be made to a wider project or institution or organisation, even if the work is being undertaken there). The successful applicant must be a member of the Society in order to take up the grant. A record of receipts and costs should be kept by the applicant and the Society may ask for a copy of this within six months of the completion date of the project.

It is expected that successful applicants will follow all relevant legal and professional guidelines relating to health and safety, access to sites, ethical matters etc.

Copyright of all works undertaken with the aid of the SCA grant will remain with the grant-holder/s. SCA hopes that the work will be published widely, but it is a condition of the grant that a note be written for inclusion in the following Newsletter, and that an article be submitted to the journal editor within six months of completion of the project. All material for *Church Archaeology* is subject to peer review.