

Lincoln Record Society.

Nigel Burn Memorial Research Grants.

Call for applications, updated September 2024.

This call replaces and supersedes all versions of calls for applications to the scheme dated earlier or undated.

The Lincoln Record Society welcomes applications to its Nigel Burn Memorial Research Grants scheme. The scheme, which was established in 2021, offers grants in excess of £10,000 to support research and publications which further the Society's charitable object, as set out in Rule 2 of the Society's governing document, which is quoted here in full:

Rule 2: The object of the Society shall be the advancement of public education in the history of the ancient diocese of Lincoln and the County of Lincolnshire especially by the transcription, editing and publication of original historical documents. The word 'Diocese' in this clause shall include any counties which have at any time formed part of the Diocese of Lincoln.

Applications are invited to the scheme for three types of award:

- Nigel Burn Memorial Research Support Grants;
- Nigel Burn Memorial Postdoctoral Fellowships;
- Nigel Burn Memorial Postgraduate Studentships.

Details of these awards, and guidelines on the application process, are given below. There is no set upper limit for applications, but each individual grant will be made entirely at the discretion of the Council of the Society. Applications for smaller sums can be directed to our Small Grants scheme. Where an amount just above or just below £10,000 is sought, applicants are advised to contact the Society (at the address given below) for advice on the most suitable scheme to which to apply.

The research supported will be expected to lead to publication in one of the Society's series, under the editorial direction of one of the Society's Honorary Editors. Grants under this scheme are not awarded towards the publication of monographs or collected papers. In exceptional cases, applications to support research leading to other publications will be considered provided that the resulting publication or other output furthers the Society's charitable object as set out in Rule 2 (above). Publication will be taken to include conventional or digital publication, or combinations of these, without prejudice. Proposals which include outcomes related to conservation or to digitisation of documents, to databases, and/or to the use of techniques of digital scholarship or digital humanities such as crowdsourcing, may

also be considered where a case can be made that the outcomes further the Society's charitable object.

Preference will be given to applications for co-funded projects.

Applications from early career researchers will be welcomed. For the purposes of this scheme, the Society will take as guidance the definition of 'early career' used by the Arts and Humanities Research Council in 2021, such that, at the point of application, the applicant will be EITHER within eight years of the date of successfully completing their PhD viva (or equivalent professional training) OR within six years of their first academic appointment (defined as a paid contract of employment, either full-time or part-time, which lists research and/or teaching as the primary function). These durations will exclude any period of career break, e.g. for family care, health reasons or reasons consequent upon the COVID-19 pandemic such as home schooling or increased teaching load, where the applicant is not actively engaged in scholarly research or teaching for an extended period of time. Where some or all of this period was a paid contract of employment to work part time, the duration may be adjusted accordingly.

1. Details of the awards.

Nigel Burn Memorial Research Support Grants.

- Applications will be considered for research or publications or related activities which meet the criteria set out above, and may also include support for Open Access fees and travel expenses, and for partial teaching buyout.
- Applicants may be independent scholars, self-employed or employees of institutions able to support research (such as Higher Education institutions, libraries, archives or organisations with a professional interest in history or heritage). In no case will the Society undertake to employ the recipient of an award under this scheme.

Nigel Burn Memorial Postdoctoral Fellowships.

- Applications will be considered for research projects leading to publications or other outputs which meet the criteria set out above.
- Applicants should be employees of institutions able to support research (such as Higher Education institutions, libraries, archives or organisations with a professional interest in history or heritage).
- Awards will normally be such as to support a gross annual salary comparable to average postdoctoral salaries at a UK Higher Education institution (e.g. in 2023 within the range £35,000 to £39,000), normally for two years, for those resident in the UK. The employer will normally provide access to research resources such as library access, ICT, and working space. Precise sums and details will be negotiated by the Society's Finance and Publications Committee on a case-by-case basis in the development stage of an application, as set out in Section 2 below.

- In no case will the Society undertake to employ the recipient of an award under this scheme.

Nigel Burn Memorial Postgraduate Studentships.

- Applications will be considered for research projects leading to publications or other outputs which meet the criteria set out above and which can be completed either as part of a research degree or from research completed during the course of a research degree.
- Applicants should be registered for, or have a firm offer of a place on, a research degree programme at a recognised provider of Research Masters or Doctoral degrees.
- Awards will normally cover fees (as a guide figure, the average in the UK in 2023 is c.£8,740 per year) and a stipend matched to the UKRI minimum stipend (in 2022/23: outside London: £17,668; inside London: £19,668) for those resident in the UK. These are guide figures only, and applications are not restricted to UK institutions; precise sums and details will be negotiated by the Society's Finance and Publications Committee on a case-by-case basis in the development stage of an application, as set out in Section 2 below.
- Applications should come from the degree providing institution.

2. Procedures for the award of grants.

There is a two-stage application process for these awards. In the first instance, applicants should apply for Approval in Principle. Approval in Principle is to determine whether, on the basis of provisional plans, timetable and costings, the proposed outcomes of the research would a) further the Society's charitable object, b) be suitable for publication in one of the Society's series, or, exceptionally, suitable for support towards publication elsewhere, or would otherwise further the Society's charitable object, and c) represent value for money to the Society in respect of the furtherance of its charitable object. Any proposal which receives Approval in Principle will be moved forward to a development stage leading to an application for Final Approval, as described below.

Applicants should in the first instance send to the Chair of the Society's Large Grants Committee an application for Approval in Principle, including the following information:

- 1) Name and/or brief description of the proposed project and output(s), with reference to the Society's charitable object;
- 2) Name of the applicant and, where relevant, other researcher(s) or research assistants;
- 3) An estimate of the approximate total cost of the project, and the percentage of this cost which will be sought from this scheme;¹
- 4) Details of options for co-funding, whether already explored or potential;

¹ In the case of applications for postgraduate studentships, applicants should instead state the relevant fees and any anticipated additional research costs; the Society will calculate the stipend to be offered.

- 5) A proposed timetable, including the delivery date for the finished output;
- 6) An estimate of any costs which would be involved in the development stage of an application for Final Approval (see below).

Prospective applicants are welcome to address initial enquiries about eligibility to the Chair of the Society's Large Grants Committee, using the contact details given below.

Where an application is granted Approval in Principle, the applicant will liaise with the Society's Large Grants Committee, Editors and Treasurer (in the 'development stage') to produce an application for Final Approval, which will include the following information:

- 1) Detailed project design;
- 2) Details for supervision/monitoring where relevant;
- 3) Details of any outreach or engagement activities related to the project;
- 4) Detailed costings;
- 5) Detailed timetable for delivery, including milestones, reporting arrangements and Gantt chart;
- 7) Names and contact details of two referees, at least one of whom must be external to the applicant's institution and not directly involved with the research project. (In the case of applications for postgraduate studentships, both referees may be internal.)²

Applicants are advised to include provisions for inflation in their detailed costings by including a dedicated contingency within their costings; any additional uplift beyond that contingency would need to be the subject of a separate application for an uplift, explaining why an uplift is needed and why it could not have been foreseen at application stage.

In all cases, Approval in Principle and Final Approval can only be granted by the Council of the Society. The Large Grants Committee makes recommendations on awards of grants to the Society's Finance and Publications Committee, which in turn advises Council.

3. Timetable for applications.

There are three annual deadlines for the receipt of applications for Approval in Principle:

01 September
07 December
01 April

Where any of these dates falls on a weekend or public holiday, the deadline will be the next working day **after** that date.

² In all cases, the Society may, where it is deemed helpful in making an informed decision, approach a third referee of its own choosing.

The dates are also advertised in the 'grants' section of the Society's website (details below).

The Chair of the Large Grants Committee will keep applicants informed of the progress of their applications, and will, within 28 days of receipt of application at either stage, either inform applicants of the Society's decision or advise them that the application is still being considered, indicating where possible a likely timescale for a decision.

4. Post-award monitoring.

Arrangements for post-award monitoring, including progress reporting, deadlines, stages or milestones, and any sanctions for non-progression, will be made on a case-by-case basis during the development stage, taking into account the scale of the project and any particular circumstances relating to it.

5. Commemoration of Nigel Burn.

This scheme has been made possible by the generous bequest of the late Nigel Burn, a former member of the Society. Each output which has received support from a Nigel Burn Memorial award shall include a commemorative paragraph about Nigel Burn. This shall appear in the front matter of print volumes and in equivalent positions in digital or on-line outputs. The text of this commemorative paragraph will be provided by the Society.

Award holders will normally be expected to present the results of their research at an event of the Society, normally at one of its conferences, and possibly as part of a session to be addressed by more than one award holder.

6. Contact.

Enquiries and Expressions of Interest should be addressed to the Chair of the Large Grants Committee, Dr Julian Haseldine, at julianhaseldine@gmail.com

Lincoln Record Society is a registered charity, number 513433.
For further information about the Society, please see our website:
<http://www.lincoln-record-society.org.uk/>