**SPECIAL RESEARCH SUPPORT GRANTS**

Dear Colleagues,

As a non-profit member organization NCIS is committed to supporting members’ scholarly endeavors, and this includes disbursing six grants annually to support research activity and conference attendance. However, the impact of COVID-19 has meant conferences and research trips being cancelled, so our grants budget remains seriously underused. We have therefore been looking at ways we could help members in these difficult times.

We recognize that, while the crisis has curtailed many activities, it has also led to extra expense such as buying books because libraries are closed, buying additional journal access, subscribing to learned societies and buying online training to cope with the ‘new normal.’ We have therefore decided that, exceptionally, our unused grants budget for 2020 will be repurposed to offer “**Special Research Support Grants”** to help members offset these additional costs.

We are offering **20 grants of up to $100 each** for research-related expenses. These may be used to cover expenses such as:

- books related to your research area

- subscription to journal in your field

- journal access (eg $99 for 12mth JSTOR subscription through NCIS)

- registration fees for virtual conferences/seminars

- subscription to learned society in your field

- other (including online training)

Application will be by means of a simple application form, to include statement of research interests and justification for expenditure, mailed to [grants@ncis.org](mailto:grants@ncis.org).

**Conditions**

- Applicant must have been an NCIS Member AT FULL OR ASSOCIATE LEVEL in good standing for the 12 months prior to 31 August 2020.

- Intended purchases of research-related materials, or such purchases already made between 15 March and 31 August 2020 due to the crisis, may be claimed for.

- Only applications using the dedicated “Special Research Support Grants” application form will be considered.

- Grants will be disbursed through PayPal only.

**Deadline**

Applications must be received by 31 August. The committee will meet to consider all the applications, and the successful applicants will be advised by 15 September.

**Please note that you may still apply for a Conference Support Grant or Research Grant in the usual way in the 2020 Fall cycle, and that these grants can also be used to cover registration fees for virtual conferences (see** [**www.ncis.org/grants**](http://www.ncis.org/grants)**).**

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**Special Research Support Grant**

**APPLICATION FORM**

Please submit your application to the Grant Awards Chair at [grants@ncis.org](mailto:grants@ncis.org) by midnight on **31 August 2020.**

|  |  |  |
| --- | --- | --- |
| Name |  | |
| Address |  | |
| Email |  | |
| Membership level | FULL / ASSOCIATE (delete as appropriate) | |
| I would like to apply for a **Special Research Support Grant** (max. $100) for research-related expenses necessitated by COVID-19.  For proposed purchases, I have provided a link or documentary evidence of the cost.  For purchases already made (since 15 March) I have provided a copy of the receipt. | | |
| **My research field / interests** | |  |
| **Books related to my research field**  **(multiple titles may be claimed for, up to a maximum of $100)** | | Publication details  Cost  Link (for proposed purchase)  Receipt attached? (for purchase made since 15 March) YES / NO |
| **Journal access (e.g. $99 for annual JSTOR subscription through NCIS)** | | Details  Cost  Link (for proposed purchase)  Receipt attached? (for purchase made since 15 March) YES / NO |
| **Subscription to specialist journal** | | Details  Cost  Link (for proposed purchase)  Receipt attached? (for purchase made since 15 March) YES / NO |
| **Subscription to learned society related to member’s research** | | Details  Cost  Link (for proposed purchase)  Receipt attached? (for purchase made since 15 March) YES / NO |
| **Registration fees for virtual conferences/seminars** | | Details  Cost  Link (for proposed purchase)  Receipt attached? (for purchase made since 15 March) YES / NO |
| **Other (inc. online training)** | | Details  Cost  Link (for proposed purchase)  Receipt attached? (for purchase made since 15 March) YES / NO |
| **TOTAL EXPENDITURE (max. grant $100)** | |  |

Submit your application to the Grant Awards Chair at [grants@ncis.org](mailto:grants@ncis.org) by midnight EDT on **31 August 2020.**