**THE NCIS AMANDA HASTE AWARD**

This award was created in 2023 in recognition of Dr Haste's services to NCIS during her term as president (2015-2022). The award covers outsourcing research-related activities to a third person, for professional services such as translation, indexing or proofreading, and also to pay another researcher to carry out research on your behalf, when this would be a better option than travelling to a far country to access a library or archive.

**ELIGIBILITY REQUIREMENTS**

* **For membership and eligibility requirements**, see the main NCIS Grants page (https://www.ncis.org/grants)
* **Outsourced professional services** must reflect the applicant’s *scholarly work* within a *recognized field of scholarship*.
* **Eligible outsourced professional services** may comprise one or more of the following:
	+ translation
	+ proofreading
	+ indexing
	+ outsourcing research activities on your behalf (e.g. in a distant library, archive etc.)

*NOTE: If this list does not include your intended outsourced service, please ask for guidance at grants@ncis.org.*

* **Dissemination:** Grantees are expected to inform us of any publication/presentation of the stated research activities and to cite NCIS support of their venture.

***NOTE: Applicants are requested to update their full CV on their NCIS Member Profile.***

**REQUIRED INFORMATION**

1. **MEMBER ELIGIBILITY CHECK (see main NCIS Grants page)**
2. **PERSONAL INFORMATION**

First name, last name, email address, postal address, telephone number

1. **Professional information**
2. Résumé or brief curriculum vitae (CV) of your relevant experience and qualifications

*Limit: 2 pages 12 pt Arial, one-inch margins, single-spaced; approx. 1,000 words; 64 MB*

1. List of your non-NCIS professional / scholarly affiliations (past and present)
2. **INFORMATION ABOUT SERVICES REQUIRED**
3. Details of your research project
4. Intended means of dissemination, with details of publisher if relevant.
5. Nature of services required (translation, indexing, appointing a researcher etc.)
6. Name of Selected Service Provider (SSP) and your relationship to them. NB this cannot be a family member.
7. Résumé or brief curriculum vitae (CV) of your SSP’s relevant experience and qualifications
8. Your reasons for choosing this particular SSP. You will be required to show at least two quotes for this work. If this is not possible, please explain why.
9. **How your RESEARCH PROJECT will be shared**

Describe the tangible product your contribution to the event will help generate (e.g., peer-reviewed professional journal publication, essay, chapter, book, conference proceedings, museum / exhibition presentation, performance, digital archive, publicly-available platform, social media, etc.).

1. **budget and Other grant support**
	1. **Itemized budget.**

List your anticipated expenses. Point-form or tabular format is preferred

*Limit: ½ page 12 pt Arial, one-inch margins, single-spaced; approx. 250 words; 64 MB*

* 1. **Other sources of grant support, if any**

If your research project has other grant funding, please indicate the amount, source of funds, and expenses covered. If you do not have any other grant support, enter “NONE”.

**IMPORTANT GUIDELINES**

*Grants are paid to the recipient only, by PayPal (preferred)*, *or by check to a U.S.-based account. We will require a receipt from the SSP to demonstrate that they have been paid by the grantee.* Within 90 days of the 12-month post-decision date period

* Send to: Grants@ncis.org AND Treasurer@ncis.org.

**JUDGING CRITERIA**

* Clarity of expression and / or argument
* Intellectual significance / Contribution to field
* Scholarly methodology
* Relevance of event to applicant’s scholarly interests (in CV)
* Plan to disseminate your contribution

**POST-AWARD REQUIREMENTS**

*NOTE: Grantees are expected to remain members in good standing for at least one year following NCIS-supported research work.*

As a grantee you are required to:

* ***List “National Coalition of Independent Scholars”*** as your affiliation (or co-affiliation) in any resulting publications.
* ***Add membership in NCIS*** to your professional CV.
* ***Place NCIS brochures*** on event literature tables. Download brochures here [link].
* ***Acknowledge NCIS*** for its grant support in any subsequent publications, event-related proceedings, or other disseminated materials or products.
* ***Submit a short summary of the realization of your research project*** to grants@ncis.org and info@ncis.org. In accepting the grant, you agree that your report may appear on NCIS website and / or social media, and be published in *The Independent Scholar* (as item on NCIS grantees), or in any other NCIS publication, digital or print.

**NB: IN THE APPLICATION FORM**, you will be asked to upload separate files for each of the following:

* Your own CV/Resumé.
* CV/ Résumé of your SSP.
* Written quote from your SSP for the intended work

**QUESTIONS?**

Please direct questions to grants@ncis.org.

[**APPLY HERE**](https://www.ncis.org/sites/default/files/AMANDA%20HASTE%20AWARD%20Application%20form_14Jan2023.docx)