**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 are therefore offering **Special Research Support Grants (SRSG)** to help members offset these additional costs.

SRSGs are **grants of up to $150 each** for research-related expenditure. These may be used to cover items 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

- technical support

- software

- hardware (eg mic/headphone sets)

- ergonomic aids (e.g. ergonomic chairs, molded keyboards)

- other (including online training)

Application must be made on the application form, and emailed 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 the relevant deadline**.   
- Intended purchases of research-related materials, or such purchases already made in the **6 calendar months before the deadline** may be claimed for. [NB a receipt for the purchase of the stated items will be required if the grant request is approved.]  
- Only applications using the dedicated “Special Research Support Grants” [application form](https://www.ncis.org/sites/default/files/SPECIAL%20RESEARCH%20SUPPORT%20GRANTS%202020%20Application%20form_0.docx) will be considered.  
- Grants will be disbursed through PayPal only, or to a US-based checking account.

- NB Members who were awarded a Special Research Support Grant in the previous 12 months are not eligible to apply in this cycle.

**IMPORTANT DATES:**

**Application Deadline       Decision Date**

Spring Award:                      March 1st                          March 15th  
Summer Award:                   July 1st                              July 15th  
Fall Award:                          November 1st                    November 15th

**Please note that you may still apply for a Conference Support Grant or Research Grant in the usual way, 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 Eastern Time (ET) on the deadline.

|  |  |  |
| --- | --- | --- |
| Name |  | |
| Address |  | |
| Email |  | |
| Membership level | FULL / ASSOCIATE (delete as appropriate) | |
| I would like to apply for a **Special Research Support Grant** (max. $150) for research-related expenses.  For proposed purchases, I have provided a link or documentary evidence of the cost. I understand that payment will not be made until proof of purchase is provided.  For purchases already made (in the 6 calendar months before the deadline) I have provided a copy of the receipt.  *Members who were awarded a Special Research Support Grant in the previous 12 months are not eligible to apply in this cycle.* | | |
| **My research field / interests** | |  |
| **Books related to my research field** | | Publication details  Cost  Link (for proposed purchase)  Receipt attached? (for purchases made in the 6 calendar months before the deadline) YES / NO |
| **Journal access** (e.g. $99 for annual JSTOR subscription through NCIS) | | Details  Cost  Link (for proposed purchase)  Receipt attached? (for purchases made in the 6 calendar months before the deadline) YES / NO |
| **Subscription to specialist journal** | | Details  Cost  Link (for proposed purchase)  Receipt attached? (for purchases made in the 6 calendar months before the deadline) YES / NO |
| **Subscription to learned society related to member’s research** | | Details  Cost  Link (for proposed purchase)  Receipt attached? (for purchases made in the 6 calendar months before the deadline) YES / NO |
| **Registration fees for virtual conferences/seminars** | | Details  Cost  Link (for proposed purchase)  Receipt attached? (for purchases made in the 6 calendar months before the deadline) YES / NO |
| **Software/hardware (eg mic/headphone set)** | |  |
| **Ergonomic aids (eg ergonomic chair, molded keyboard)** | |  |
| **Other (inc. online training)** | | Details  Cost  Link (for proposed purchase)  (for purchases made in the 6 calendar months before the deadline) YES / NO |
| **TOTAL EXPENDITURE (max. grant $150)** | |  |

Submit your application to the Grant Awards Chair at [grants@ncis.org](mailto:grants@ncis.org) by midnight ET on the relevant deadline.