## ESRC DOCTORAL TRAINING CENTRE

## RESEARCH CAPACITY FUND

Do you have an idea for an interdisciplinary seminar, event or network you'd like to host? Would you like to invite a speaker or bring together research students from other departments? This fund offers the opportunity to make the most of Oxford's resources and lead an innovative project.

ESRC studentship holders are eligible to apply to Oxford's DTC for funds (from £250 to £1000) to supportinterdisciplinary events and networks during 2016-17. Please note that the scheme is normally only open to applications from students currently enrolled on DPhil programmes. Bids will normally bring together students or researchers from more than one department or research area, and involve at least one ESRC-funded DPhil student. Students and participants from outside Oxford can also be involved.

Applications can be submitted at any time to Melanie.goodchild@socsci.ox.ac.uk.

## Guidance Notes and scheme requirements

1) The funds are intended to support the costs associated with either one-off events, workshops and conferences, or a series of events or seminars seeking to build a research network. Preference will be given to new or recently established networks or groups. Queries about eligibility or scope to david.mills@education.ox.ac.uk or ben.bradford@crim.ox.ac.uk.

2) Bids can be for as little as £250, and up to £1000, and funds can be used to claim expenses related to events/seminars/workshops/conferences, such as subsistence, travel and accommodation costs. Honorariums are not payable, nor are payroll or employment costs. Speakers may only be invited to give single, unpaid, one-off talks. Colleges and departments should be asked to provide support in the form of free venues where possible. See the *Convenor Guidelines* document for full details of eligible costs.

3) Applicants should provide a detailed and costed budget, naming proposed presenters and expected numbers of participants where possible. Applications will be assessed on their value for money. Proposed budgets will be carefully scrutinised.

4) Applications should normally involve a co-applicant from a different department/ESRC training pathway. Applications should focus on topics of interdisciplinary interest. Post-docs or senior undergraduates can also be co-applicants.

5) Successful applicants will be expected to publicise the ESRC’s sponsorship. At an appropriate point, successful applicants will be expected to submit a promotional text/description of the project to melanie.goodchild@socsci.ox.ac.uk, for inclusion in the DTP student newsletter and on the DTP website.

6) It is mandatory for convenors to provide a report on the activity and its outcomes. It is also mandatory for the report (a template for which is included in the ‘convenor guidelines’ document), once submitted, to be published on the DTP website under the Research Capacity Funding section at <http://www.granduniondtp.ac.uk/research-capacity-fund>. Project reports are expected to be submitted within **one month** of the conclusion of the project.

6) Previous projects are listed at <http://www.granduniondtp.ac.uk/research-capacity-fund>.

## APPLICATION FORM

Completed applications should be sent to melanie.goodchild@socsci.ox.ac.uk. Applications should name one or more ESRC students who will be involved. All projects are required to provide a post-project report. All proposals should be discussed and approved by your supervisor.

***1. Name of project convenor and any co-applicants (include phone & email)***

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***2. Title of Project (25 words max)***

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***3. Aims and rationale (max 100 words)***

* ***Research area and theme***
* ***Interdisciplinary aspects***

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***5. Activities (max 200 words):***

* ***Details of proposed activities and publicity***
* ***Timetable, including start/finish dates***
* ***Proposed ESRC DPhil student involvement (names please)***

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***6. Outcomes (max 200 words):***

* ***Intended Outcomes***
* ***Plans for dissemination and Knowledge Exchange***

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***7. Provisional Budget***

* ***Costs of travel and accomodation for visiting speakers/participants***
* ***Networking costs (eg refreshments and snacks)***
* ***Other event-related costs (where possible, rooms should be sought free of charge)***

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| ***TOTAL REQUESTED***  | ***£*** |

8. I/We, as the convenor(s) of the project, agree to submit promotional text relating to the project to melanie.goodchild@socsci.ox.ac.uk for inlcusion in the DTP student newsletter and on the DTP website (please tick): □