

# CiCea RESEARCH GRANT 20XX

* The Association is inviting applications from groups of members for research support. The available award is **1500 Euro.**
* Applications should be made in the format indicated below, and e-mailed to the Association office ([ciceassociation@gmail.com](mailto:ciceassociation@gmail.com)) by **22nd December, 20XX.**

**Application Guidelines**

The application must be made by a group of **at least THREE Association** members, from different institutions. **International collaboration** is strongly prefered. Each required element of the proposal is titled and numbered. This outline shoud be used when preparing your proposal:

* Please indicate the ***title (1)*** of the research proposal
* Please describe the ***aim of the research (2)*** and its ***relevance*** in terms of ***citizenship and/or identity* *(3)*** (250 words)
* Please give a short ***(4) theoretical background***: what has been done in the given field and how the proposed research can contribute with new insight to the already existing knowledge (500 words).
* Please describe the ***planned research (5)****:* sample (who will be researched – if applicable), what methodology will be used, how the results will be analyzed and provide an indicative ***timetable (6)*** (750 words).
* Please describe the **planned outcomes (7)** of the research (publications, conferences, educational use etc.) (250 words).
* Please provide a ***one page long CV******(8 a, b,c)*** of ***each applicant*** and a ***list of up to 5 of their publications/activities******(8.1 a, b, c)*** that are relevant in relation to the proposed research project
* Please include a ***detailed budget (9)*** proposal using the template provided (see template in Application Appendix). Please provide an informative and detailed description of the budget. The financial planning should be realistic and in line Associations’s criteria for funding:
* The budget can include:
  + travel for research purposes
  + transcription costs
  + research assistance
  + events directly linked to the research project
  + incentives for research participants
  + photocopying
  + statistical consulting
* The budget ***cannot include***:
  + conference registration and associated fees
  + general subsistence
  + capital expenditure (e.g., building refurbishment, equipment acquisition, etc.)
  + consumables (e.g., stationery, scientific supplies, websites etc.)
  + school, college or university fees
  + research or study by an individual school/college/university student
  + covering existing salary costs or professional fees
  + retrospective research
  + replacement of statutory funding
  + commercial activities
* In case the grant is planned to be used to supplement other awards and grants, then the research proposal must clearly specify what the present proposal adds to the overall project.
* The Association will require a ***final report* *(10)*** at the end of the project, that describes how the goal of the research was met, the research itself and its results and planned dissemination of the results (3000 words). The final report should also contain an appendix on the **descripton of the expenditure**.
* The project proposed should be completed within 15 months. It will begin **January 20xx and end by June 30, 20xx.**
* A **final report** is due by **December 31, 20xx.**
* The support of the Association must be acknowledged in all reports, articles, etc., resulting from the project.

**Procedure**

* All applications will be reviewed by the CiCea Executive committee.
* Feed-back about acceptance or non-acceptance is expected by **January** **5th, 20XX.**
* The award will be transfered to a designated official bank account by **January 15th, 20XX.**

**APPLICATIONS ARE WELCOME!!!!!**

**Inquiries should be addressed to Beata Krzywosz-Rynkiewicz ,  
Research and Publication Officer, CiCea, at:**[**beata.rynkiewicz@wp.pl**](mailto:beata.rynkiewicz@wp.pl)

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**CiCea research grant application**

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| **DATE SUBMITTED** | **PROJECT NAME & ACRONYM** |
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| **SUBMITTED BY** | **NAME & ADDRESS OF SUBMITTING PARTY** |
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1. **RESEARCH PROJECT PURPOSE**

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1. **HYPOTHESIS**

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1. **PROJECT ABSTRACT**

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1. **AIMS & OBJECTIVES**

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1. **PROJECT TEAM [A one page cv must be attached for each partner in the Appendices. You may add more lines if you have more partners.**

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| NAME, ROLE & Email | QUALIFICATIONS | Up to 5 publication titles |
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1. **PROJECT BACKGROUND**

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| 1. SCOPE OF PROBLEM |  |
| 1. REVIEW OF RELEVANT LITERATURE |  |
| 1. WHY THIS STUDY NEEDS TO BE DONE |  |
| 1. THEORETICAL BASIS |  |
| 1. LONG-TERM USES OF RESEARCH |  |

1. **METHODOLOGY**

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| --- | --- |
| 1. DESIGN OF THE STUDY |  |
| 1. DATA COLLECTION PROCEDURES |  |
| 1. TRAINING PROCEDURES |  |
| 1. FACILITY & EQUIPMENT ACCESS |  |
| 1. CONFIDENTIALITY PROCEDURES |  |
| 1. LIMITATIONS |  |
| 1. ALTERNATIVE METHODOLOGIES |  |

**TIMELINE**

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| ACTIVITY | PROJECTED DATE |
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1. **BUDGET**

**BUDGET OVERVIEW**

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| ITEM DESCRIPTION | PRICE | QUANTITY | TOTAL |
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| **TOTAL** | | |  |

1. **STATISTICAL CONSIDERATIONS**

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1. **EXPECTED OUTCOMES OF STUDY**

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1. **INSTITUTIONAL APPROVAL**

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1. **APPENDIX**

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| FILE NAME | DESCRIPTION | LOCATION attachment / link |
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