1. The purpose of the Fund is to support research by staff in the Faculty of Arts, Humanities and Social Sciences.

2. Permanent members of the academic staff and full-time members of the academic staff who are on a contract of more than one year’s duration are eligible to apply for awards. Research fellows or staff funded by outside bodies, are not eligible.

3. Decisions on applications are made by an awarding committee consisting of the Faculty Dean and two Heads of School. Each Head of School serves for two years, starting on alternate years.

4. When considering applications, the awarding committee will be guided by the quality of detail provided in the application. For example, plans for the dissemination of the research output should specify targeted journals or conferences, as appropriate. If requesting research assistance, full details of the work the RA will undertake must be included. *Inadequately completed application forms will not be considered.*

5. Where travel and subsistence is sought, the rates outlined on the FSD website must be used for guidance. Please note these are maximum amounts, and costs should be based on vouched estimates. See [https://www.tcd.ie/financial-services/assets/pdfs/Travel_Subsistence_Rates_January_2020.pdf](https://www.tcd.ie/financial-services/assets/pdfs/Travel_Subsistence_Rates_January_2020.pdf)

6. Where research assistance is sought a rate of €15-25 per hour is recommended (depending on qualifications and experience of the RA, see here for further guidance: [http://www.iua.ie/research-innovation/researcher-salary-scales/](http://www.iua.ie/research-innovation/researcher-salary-scales/)

7. Seed funding to cover some of the expenses of mounting conferences may be granted, although this will not be granted retrospectively. In the case of profitable conferences, reimbursement of the grant will be expected.

8. Applications to attend conferences will be considered only where there are not sufficient funds available from the individual’s Conference Travel Grant – this must be explained on the application form. A commitment to present a paper or the provision of matching funding will strengthen an application.

9. Funding will not be awarded to cover honoraria, publishers’ subventions, indexing or proof-reading.

10. Only one application per individual will be considered in any one year.

11. Support for a research project will not normally be granted on more than one occasion.

12. Individual awards must not exceed €3,000. There is no minimum request.

13. Successful applicants should note that proper acknowledgement of support from the Arts and Social Sciences Benefaction Fund should be made in any resultant publication.

14. The grant must normally be used within two years.

15. Changes to approved budgets must have prior approval of the awarding committee.

16. A written report is required on completion of the project or within two years of the award, whichever is sooner. Applicants re-applying within this timeframe, must provide a progress update on the ongoing project in their application. Applicants re-applying beyond this timeframe must have submitted a final report before any further application will be considered. If the project has been delayed due to COVID-19, this must be explained in the application.

**Closing date:** Application forms should be submitted [online](https://www.tcd.ie/financial-services/), by 5pm on Friday 17 December 2021.