

CAMMIGRES - Cambridge Migration Research Network - Small Grants

The Cambridge Migration Research Network (CAMMIGRES) has been founded to promote a dynamic and coherent cross-disciplinary programme of migration research at the University of Cambridge. To stimulate the development of new and extensive migration research projects a number of small grants will be awarded in 2014.

The following information sets out the CAMMIGRES Small Grants objectives and application process, and invites applications for funding from CAMMIGRES members.

Purpose

Up to three small grants of up to £1000 each will be awarded to support short-term research assistance and small incidental consumable costs. The small grants are intended to assist in regard to research funding applications. It is envisaged that doctoral students and postdoctoral fellows might be employed as assistants, to help develop their research expertise in the area of migration. We anticipate that the grants will be used for short-term research tasks, e.g. to scope a project, devise initial bibliographies, draft literature reviews, research comparative data, for translation work, or to assist in the writing of funding proposals. It is intended that these grants will facilitate external research funding applications.

Eligibility

University of Cambridge members of the CAMMIGRES Network are eligible to apply for assistance.

Those who are not yet CAMMIGRES members but would like to apply, can email jw474@cam.ac.uk for more information about joining the CAMMIGRES network. The CAMMIGRES Small Grants are to support people costs, not infrastructure. Emeritus or Affiliated Staff and postdoctoral researchers can apply with the support of their associated Faculty or Department. It is essential that all applications are for work that will support:

- the development of a coherent programme of migration research at the University of Cambridge;
- funding applications for migration research projects;
- fruitful collaboration among members of the CAMMIGRES Network

Value of grant

CAMMIGRES Small Grants are capped at £1000 per award. Applicants are asked to calculate costs of employment at standard University rates and to consult with appropriate departmental administrative officers before submitting their application (*please note 'Regulations' below*).

As an example of the kinds of salary costs that a CAMMIGRES small grant might cover: at current rates (see: <http://www.admin.cam.ac.uk/offices/hr/salary/rates.html>), a Research Assistant prior to completion of their Ph.D. (e.g. Grade 5, point 35) would cost £478.72 per week (£13.12 hourly rate), and a Research Associate who has recently gained their Ph.D. (e.g. Grade 7, point 39) would cost £538.41 per week (£14.75 hourly rate). Please note, these numbers do not include on-costs (e.g. NI contributions), which must be calculated.

Applicants are asked also to confirm that they are able to provide the person appointed with the appropriate faculty facilities (e.g. desk or computer).

The University indirect cost levy will not apply; costings should be provided without an overhead element. However, applications should include the necessary allowance for on-costs such as National Insurance.

Regulations

Casual staff supported by these grants (including Ph.D students) will be employed through the Faculty or Department with which the applicant is associated. Applicants should consult with appropriate departmental administrators and follow due University procedure relating to casual employment and student working:

<http://www.admin.cam.ac.uk/cam-only/offices/hr/recruitment/casual/>
<http://www.admin.cam.ac.uk/offices/gradstud/funding/costs/supplement.html>

Financial and reporting arrangements

Grants made in the current round should be spent by 30th April, 2015. Expenditure will be supported by the Faculty or Department with which the applicant is associated, coded to JLNE/LFHA, and will be reimbursed when approved by the CMMIGRES Small Grants panel. As a condition of award, on completion of the work, each awardee must write a short report (max. one side of A4) on the use of the money, which should be sent to jw474@cam.ac.uk by 31st May, 2015. On receipt of a satisfactory report for each award, the relevant School will seek payment from the CMMIGRES Small Grants fund.

Applications

There are two ways that you can apply:

1) Complete the online application form:

http://cambridge.qualtrics.com//SE/?SID=SV_0GQH6coVSRKJ8y1

or,

2) Submit a proposal of no more than two A4 pages, addressing the following questions:

1. Your title, name, faculty, department and School.
2. Your status/position within the University (e.g. CTO/UTO), and email.
3. The title of your project, the amount of money requested (up to £1000), and the duration of the proposed work.
4. Summary of request:
Please provide details of the work to be undertaken and describe any planned outputs or anticipated follow-on activities, addressing the following requirements:
 - a) The proposed use of the small grant, including details of the tasks to be completed by research staff funded under this scheme
 - b) How the proposed work is intended to contribute to the development of collaborative disciplinary or cross disciplinary migration research programmes within the CMMIGRES Network at the University of Cambridge (Please state your research team; including CMMIGRES members and any external collaborators)
 - c) How the proposed work is intended to support the submission of one or more migration research funding applications (with titles, funders and submission targets identified)
6. Itemised costs. Please provide a breakdown of costs, with employment calculated at standard University rates.
7. Other sources of funding. If you have received any other sources of funding for this activity, or are awaiting the outcome of applications, please provide us with details of the sponsor and the amount awarded/requested.

The deadline for applications is 1st October, 2014 (midnight). A cross-disciplinary panel of University of Cambridge migration research experts will meet to review applications shortly after this deadline. Up to three small project development grants of £1000 each will be awarded by 31st October, 2014. Please contact Jessica Wheeler (jw474@cam.ac.uk) if you have any queries about the scheme or the application process.