
The Leverhulme Trust

1 Pemberton Row London EC4A 3BG

2010 Leverhulme Major Research Fellowships

General Information

The Leverhulme Board proposes to offer up to 30 Major Research Fellowships designed to enable researchers in UK universities to devote themselves to a project of outstanding originality and significance.

Eligible fields: All fields in the Humanities and Social Sciences.

Duration and starting date: Each Fellowship will normally be held for either two or three years. Applicants should indicate the expected duration of their research project. The tenure of most Fellowships will commence at the beginning of the 2011/12 academic year. A later start date will be accepted only in exceptional circumstances.

Eligible applicants: Candidates must be employed at a UK university at the time of application and throughout the duration of the Fellowship. They must be able to demonstrate scholarship at the highest levels, sufficient to have won international recognition. Weight is given to cases where particularly onerous teaching or administration loads in recent years have impeded research progress.

Support offered: The Trust will support each Leverhulme Major Research Fellowship by the provision of the salary of a full-time person to undertake the normal duties of the applicant for the duration of the project for up to three years at a grade (at the commencement of the Fellowship) not to exceed the minimum Lecturer scale, plus superannuation, national insurance, and London Allowance where applicable. The Trust will endeavour to pay normal increments and salary increases as these arise. The university concerned must undertake to make such a replacement appointment; the intention is that the replacement post should be held by one individual only for the full duration of the award. Universities must also undertake to grant paid leave to the Fellow for the same period. It is the intention that the Fellowship should be full-time. Unless prior approval has been given by the Director, Fellows should spend no more than 30 hours in any month on academic and professional responsibilities *other than those of the proposed research project*. The holding of an administrative post is not permitted. An amount of up to £5,000 per annum will also be made available by the Trust to help meet the Research Fellow's research expenses, e.g. necessary travel or office consumables, or towards the employment of a research assistant, if required. Capital equipment, overheads, indirect costs, and bench fees are **not** eligible costs. Research expenses will only be paid, through the University, up to the amount shown in the application budget, provided that they have arisen during the period of the Fellowship and not subsequently.

Scope of research projects: It is the intention of the Leverhulme Board that Major Research Fellowships should be used to facilitate research of a type and scale which necessitates a substantial amount of the time of the Fellow to complete. An application should therefore be confined to a single project involving research of outstanding originality and significance which is capable of being completed within two or three years, and which is appropriate for such a period of concentrated research. Scholarly excellence, research achievement and potential, and the appropriateness of a two- or three-year tenure will be primary criteria in the Trustees' decision.

Applicants will be notified of the result of their application by mid-December 2010.

www.leverhulme.ac.uk

Registered charity no. 288371

Major Research Fellowships 2010 – Application Form Help Notes

Important Note: Applications must be approved by the relevant authorities in your university. It is your responsibility to ensure that you complete your application in time for the host institution to process it. The Trust strongly recommends that you submit your application for institutional approval at least **5** working days before the closing date of **4pm on 7 May 2010**. Complete all sections of the form, select **Verify** under Actions to confirm that you have completed the mandatory fields correctly, and then select the **Submit** button to submit the application for the two forms of institutional approval. Once the application is submitted it will not be possible for you or your host institution to edit it.

Applicant Details

General Details	Enter your gender, date of birth, and nationality. Enter your date of birth in dd/mm/yyyy format
Present Appointment	<ul style="list-style-type: none"> • Date from – Date you started your institution, if you have been in this position less than 5 years please enter details into the Previous appointment field below. • Institution- Choose the institution by pressing the 'select' button and selecting it from the list provided. If your current institution is not listed then click on the link provided and provide details of this institution. Please include the email address that you used to register with the LHT online system. You will be notified by email when the institution has been added to the drop-down list. • Address - This should not be a private address but your address within the institution. • Telephone number, please include the extension. • Current Salary in £ sterling • Spinal point or lecture/professorial scale point
Previous Appointment	<ul style="list-style-type: none"> • This field will only show if you have been in your current position for less than 4 years • Please provide details of your previous appointment

Career History

Education	In a maximum of 200 words and in reverse chronological order list your education to date.
Awards	In a maximum of 200 words and in reverse chronological order list any academic awards you have received to date.
Employment Pre 2002	In a maximum of 200 words and in reverse chronological order list any previous appointments not already mentioned
Publications	In a maximum of 650 words and in reverse chronological order list titles and references of principal publications , including those in press.

Current Commitments

Current Commitments	<p>Current Teaching / Supervisory Commitments Detail the teaching/supervisory commitments you have per term/semester. Please provide the number of hours per week dedicated towards these teaching commitments.</p> <p>Current Administrative Duties Please detail the Administrative and examining commitments you have per term/semester. Please provide the number of hours per week dedicated towards these administrative commitments.</p>
Leave	<p>Sabbatical Leave Please provide details of any sabbatical leave taken over the last 5</p>

	<p>years</p> <p>Unpaid Leave Please provide details of any sabbatical leave taken over the last 5 years</p> <p>Leave Resulting From Other Research Awards Please provide details of any sabbatical leave taken over the last 5 years</p>
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Previous and Current Commitments

Leverhulme Awards Held In The Past 5 Years	In no more than 200 words list the titles, awards types and Trust reference numbers of previous Leverhulme awards held in the last 5 years
Current Research Grants Held From Other Organisations	In no more than 200 words list the names of awarding organisations the value & type of the support provided.
Pending Research Grant Applications	In no more than 200 words list the research grant applications that you currently have pending. List the type of the award and the name of the organisation to whom the application has been submitted.

Research Proposal

Research Details	<p>Title or research proposal</p> <ul style="list-style-type: none"> • Maximum length of 80 characters including spaces. • Each Fellowship will normally be held for either two or three years. Applicants should indicate the expected duration of their research project. The tenure of most Fellowships will commence at the beginning of the 2011/2012 academic year. A later start date will be possible only in exceptional circumstances.
Abstract of Proposed Research	Proposal summary should be written in a style suitable for the lay reader
Project Proposal Summary	<ul style="list-style-type: none"> • Only PDF and word documents are able to be uploaded. Please name the top of each sheet that you upload and use Arial <u>or</u> Times New Roman font size 10. • If you want to change your uploaded document you are able to save this by uploading it on top of the unwanted document. • Please check your uploaded document using the view/print function before you submit your application.
Non Research Responsibilities / Activities Should You Be Awarded A Fellowship	100 words maximum

Referees

<p>Referees</p> <p>IMPORTANT NOTE: When you activate the referee request, your referees will be sent a link to your live application and will therefore be able to view your application as you last saved it. You must therefore be confident that the content of your application is sufficiently accurate when you send the referee requests.</p>	<ul style="list-style-type: none"> • Provide the details of three people who have agreed to act as referees and will be able to do so via the on-line system. • Referees will be asked to comment on the proposed research and provide an appraisal of your academic and personal qualifications for carrying out the research proposal. • Please ensure that you provide the correct e-mail addresses as referees' comments will be requested by email. If, after you have activated the request, you find that an email address is incorrect it is not possible for you to remove the reference request. • It is the applicant's responsibility to ensure that the references are received before the deadline. • Referees cannot come from either the applicant's institution or the same institution as each other.
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	<ul style="list-style-type: none"> • Referees will only be contacted once your application has received Institutional Approval. • Referees should provide their comments no later than 1 June 2010.
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Budget

Replacement Teaching	Give details (if applicable) of your replacement's salary in pounds sterling, broken down into basic salary and London allowance (if applicable). Do not enter pound signs or separate figures with a comma. Please state current scale/spine point for a basic salaried lecturer .
Research Expenses	Give a summary list of items and amounts for each year (maximum £5000 in each year). Expenses can include costs for employing a research assistant if required, travel, office consumables or library loan costs. Capital equipment, books, overheads, bench fees and indirect costs are ineligible .

Submission

Once you have filled out all the mandatory fields you are able to submit your application for institutional approval. At this point your application is frozen so that you are unable to make any amendments.

The application is only submitted to the Trust once institutional approval has been given, you will be alerted by an email once this happens.

If the institution rejects your application you will receive an email informing you of this and detailing why the application was rejected. At this point you will be able to unlock your application and make any amendments necessary and resubmit the application if applicable.

Your referees will only be contacted after your application has received institutional approval. Your referees will have until 1 June 2010 to submit their comments to us.

Please note that, in common with usual Trust practice, all applications for Major Research Fellowships are subject to peer review as the basis on which the final decisions of the Trust's Board are made. Applicants are asked to recognise in making their request for support that the Trust is unable to enter into correspondence relating to these decisions following the publication of the list of successful award-holders.