**IndOx Grants for Research Travel and Visiting Academics**

**Guidance for academic and research staff**

The India-Oxford initiative (IndOx) is a cross-divisional platform at Oxford, promoting research and academic collaboration and exchanges between the Indian subcontinent and Oxford University. Supported by the Oxford Martin School, IndOx is offering funding to support costs for research travel to or from the Indian subcontinent, for visiting academics with an India or subcontinent academic/research focus, or for collaborations with cultural partners in Oxford or in the subcontinent, as may be required. **For this call, applicants should be students or academics/researchers employed by the University, who can apply for their self or for a team member at Oxford or to bring a visiting academic to Oxford. Applicants can be from any discipline, but priority will be given to applications from the Medical Sciences, MPLS and GLAM Divisions in the allocation of available funds.**

The total sum available for disbursement is limited and as such IndOx will be awarding small grants (with full justification of all costs), where possible to supplement funding from other sources. Funds provided can be used to support visa costs, travel, accommodation, consumables and living expenses.

Applicants must demonstrate that they have applied to their departments/faculties and colleges as well as to any other relevant sources of funding within and outside Oxford, indicating the (potential and/or awarded) amounts available from such sources. Funding will be made available after receiving a full statement of monies received from other sources within and outside the University. Applicants who have secured supplementary funding will be considered favourably.

As a guidance, a successful application will be collaborative in nature, and will focus on the impact and benefits to the Indian subcontinent. **Applicants will be responsible for administering the funds, abiding by all applicable rules and regulations and University policies in place, making necessary arrangements with the respective Department/s and meeting the reporting requirements.**

**Eligibility**: This is an internal call for Oxford University students, academic staff and researchers, who can apply for their self or for others. Please note that grants are available for prospective applications only, with a discretionary limit of £1.5k per applicant.

**How to apply**: Applicants are required to complete the application form provided below. Applications should be emailed to indox@ashmus.ox.ac.uk.

**Deadline**: The application deadline for Michaelmas Term is **Tuesday 6 December 2022**. This is the third and final round of applications.

**Funding decisions**: We aim to inform applicants of the final decision within 4-6 weeks from the application deadline.

**Reporting**: Successful applicants are required to submit a brief report following completion of the activity.

**Payment of the grant is made following completion of the activity proposed and submission of receipts and the required post-activity report. All proposed activities should be completed, and all expenses incurred and paid for before 01 June 2023.** No funds can be carried forward beyond this date.

**For any queries, please contact Marwa Ahmed (****indox@ashmus.ox.ac.uk****)**

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**Application Form for academic and research staff**

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| **INSTRUCTIONS** |
| Please complete all relevant fields and return by email to indox@ashmus.ox.ac.uk. |
| **PROJECT DETAILS** |
| Type of grant | Travel [ ]  Visiting academic [ ]  Collaboration with cultural partner(s) [ ]  |
| Nature and purpose of activity or visit (including project title, if appropriate) |  |
| Dates of activity or visit |  |
| **Applicant Details** |
| Surname |  | Name |  | Title |  |
| Post/Job title |  |
| Early Career Researcher? Yes [ ]  No [ ]  |
| Department/Faculty |  |
| College |  |
| Email address |  | Telephone |  |
| **CONTRIBUTORS** *Please LIST here any academic or non-academic who will be part of the project. If hosting a visiting academic(s) or cultural collaborator(s) please list here.* |
|  |
| **BACKGROUND** *This section should give a brief background of the proposed work or visit (no more than 500 words), indicating how it fits in with your current research or academic work. It should: describe what the central focus will be; explain the suitability of the candidate for the grant. Also explain the rationale behind taking a multi-/inter-disciplinary approach if appropriate. Any relevant publications should be listed.* |
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| **AIMS AND OBJECTIVES** *Please describe the aims and objectives of the project or visit (no more than 150 words).* |
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| **Benefits to and impacts on India/Indian subcontinent – If applicable,** please outline the potential impact that this activity will contribute to*(no more than 150 words).* |
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| **RESOURCES** *Please give a clear breakdown of the resources. Attach separate sheet for additional budget items. Please note that funding is limited and can be used to support visa costs, travel, accommodation, consumables and living expenses.*  |
|  | Itemised description | Amount  |
| Travel and subsistence costs |       |       |
|       |       |
|       |       |
|       |       |
| Consumables and equipment |       |       |
|       |       |
|       |       |
|       |       |
| Other  |  |  |
|  | **Total Requested** | **£** |
| **OTHER FUNDING INFORMATION** |

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| Have you already been awarded or do you have an application pending for funding from any other source(s)? Yes [ ]  No [ ]  |
| If yes, please provide further details. Funding will be made available after receiving a full statement of monies received from other sources within and outside the University. |
| Grants already obtained for this purpose: |  |
| Other applications pending for this purpose: |  |
| If applicable, contributions from other sources (e.g. personal): |  |

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| **APPLICANTS FOR VISITING ACADEMICS – ENDORSEMENT BY HEAD OF DEPARTMENT/FACULTY** |
| [ ]  ***Please tick to confirm that the Head of Department or Chairs of Faculty for the Lead applicant have endorsed the application.*** *In doing so they agree to provide the necessary facilities and confirm that the project would not entail a significant increase in use of any university services, and that any health and safety and ethical requirements would be covered.*  |
| **OTHER INFORMATION** |
| **Declaration of Interests: *If applicable:***Please select which of the below activities best describes your proposal. List all that apply.[ ]  Capacity and capability building [ ]  Interdisciplinary and collaborative research activity [ ]  Generating impact from research both within and beyond the sector  |
| [ ]  *All projects supported by this funding must adhere to the University’s Code of Practice and Procedure for Academic Integrity in Research and comply with appropriate legal and regulatory requirements. If any form of licence is needed (e.g. Home Office, Intellectual Property, Radiation Protection) these must be in place before the project commences.* ***Please check this box to confirm that you have read and agree to these terms.*** |
| Where did you hear about this funding call? |  |