How do I ensure a strong proposal?
- Get as much feedback as possible from colleagues and the School Research Facilitators.
- Make sure you plan in plenty of time to request and incorporate feedback.

For large value funding applications (>£500k fEC) applicants are encouraged to use the AHSS Internal Peer Review Panel. The Panel aims to provide feedback within 15 days of the application’s receipt.

What support and resources are available?
The School Research Facilitation team are available to discuss your ideas with you and how these might fit best with funders' priorities.

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SUBMIT APPLICATION

How to ensure a smooth submission process?
Register yourself and your collaborators in the funder’s online submission system early in the preparation process. Giving your RGA administrator access is also good practice.

Depending on the project’s value the application must be submitted to ROO either 2- or 5-working days before the funder’s deadline.

INITIATE THE APPLICATION PROCESS

Who do I contact?
Research Grants Administrators (RGA)
AHSS School Research Facilitators
Research Operations Office (ROO)
Departmental Administrator or Head of Department

The University requires at least 1 month’s notice of your intention to put forward an application.

Where to begin my search?
- Sign up to Research Professional
- Check out Key Funders
- Search the AHSS Funding Deadline Calendar
- The AHSS Funding Deadline Calendar

When choosing a scheme consider . . .
- Does your project idea match the aim and scope of the funding?
- Do I meet the eligibility criteria?
- Will the funding limits meet my budgetary needs?
- What deadlines do I need to meet?

PREPARE COSTINGS

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APPROVALS

What is required at department and Schools levels?
Work closely with the RGA to set out a timeline for obtaining the necessary Departmental and School approvals. Approvals must be secured before the application is submitted.

Do you need to complete a £1M+ form (HSS departments only)?
Restricted funding calls often require a VC or PVC Letter of Support.