

# Leverhulme Early Career Fellowships Guide for Researchers

AHSS Research Facilitation

University of Cambridge

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| <b>Formatting</b>         | <ul style="list-style-type: none"><li>● Follow funder guidelines: font size, margins, pages, etc.</li><li>● Read the funding call and accompanying guidance for applicants to ensure you address all the key components.</li><li>● Stick to word and page limits, but also think about readability. E.g., bullet points may take up more 'space' but they may also get your point across more clearly</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Writing Style</b>      | <ul style="list-style-type: none"><li>● Avoid jargon and focus on clearly setting out the project plan and implementation. It needs to be accessible to a broad academic readership, even if it is reviewed by someone closely aligned with your field.</li><li>● Use active language to help sell the project. Saying what you will do, rather than what you hope/would like to do, is an effective way of instilling confidence in the reviewer.</li><li>● Show your excitement and passion for your project- do not be afraid to write in the first person.</li></ul>                                                                                                                                                                                                                                                                                                                         |
| <b>Organising Content</b> | <ul style="list-style-type: none"><li>● <b>Top Tip:</b> Subheadings are a useful tool for organising the content of the proposal and leading the reviewers through the text. Some examples are: Methodology; Work Plan; Team Structure and Management; Outputs and Dissemination.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Project Details</b>    | <ul style="list-style-type: none"><li>● Ensure that the novelty is at the forefront. Show, don't tell, the reviewer why it's important, who cares, why it is timely and why you are the right person to lead this project.</li><li>● Check out the <a href="#">Leverhulme Approach to Grant Making</a></li><li>● Set out clear objectives, methods, outputs.</li><li>● Include as many details as possible when setting out your methodology and action plan. For example:<ul style="list-style-type: none"><li>○ If you are creating a project website - who is going to manage it, who is the intended user, how long is the website going to operate.</li><li>○ Same for publications – who are the intended audiences, where are you likely to publish?</li></ul></li><li>● Consider the feasibility of your proposed project –e.g., are the number of proposed outputs realistic.</li></ul> |
| <b>General Tips</b>       | <ul style="list-style-type: none"><li>● Get as much feedback as possible on your application, from:<ul style="list-style-type: none"><li>○ Your mentor, other senior colleagues in your field , colleagues with experience of the scheme, non-specialists – is anything unclear?</li><li>○ Read the “General Feedback” section in the Guidance for Applicants- check your application against all the points .</li></ul></li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                               |

## Resources

- [Cambridge University Research Operations Office](#): Latest updates on internal deadlines
- [Leverhulme Trust website](#)
- [Research Professional](#): Database of funding opportunities

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