

UNIVERSITY OF THE WITWATERSRAND, JOHANNESBURG

Faculty of Humanities Research Committee

**AD HOC GRANTS TO INDIVIDUALS FROM THE FACULTY OF HUMANITIES
IN SUPPORT OF THEIR RESEARCH**

APPLICATIONS FOR 2022

CLOSING DATE IS 15 JULY 2021

1. Eligibility

This source of support is particularly intended for:

- a) Younger members of the University staff who are starting their research careers, and have yet to establish a reputation;
- b) Staff who may, for good reason, have been less active in research for some time and who are intent on re-establishing themselves in their earlier or in another field of research;

More broadly, bearing in mind the general philosophy defined above, the following persons are eligible for support:

- a) full-time and part-time University staff;
- b) retired members of staff still active in research in association with the University.

The following categories of person will normally **not be considered for support**:

- a) members of staff of University-recognised research entities (programmes, units, groups and institutes) whose salaries or research expenses are paid from the budget of that entity, whether funded from the University or outside sources. The only exception to this rule is that new members of a research entity may be supported as individuals by the Faculty for a maximum period of three years after joining the entity;
- b) members of staff of the University, whether school-based or in research entities, who are receiving substantial support from statutory bodies or other outside funding agencies.
- c) applications seeking or including funds to attend a conference; a separate Conference Travel Fund exists for this purpose.

Extenuating circumstances may however apply and staff in these categories may therefore wish to discuss the possibility of making a successful application with the Faculty Research Committee.

2. Means of application

Applications are required on the prescribed form (see 6 below).

Information required includes:

- a) A protocol detailing the scope of the proposed research project;
- b) The expected duration of the work;
- c) A list of publications and any other information which will help the committee in allocating funds;
- d) A detailed budget.

NB: Only one project per applicant per annum will be considered for support.

3. Funding categories

a) **Current Expenses (includes travel funding for field expenses)**

This is limited to a maximum of R25,000, including student assistants, provided no capital equipment is being sought. If local airfares are claimed they must be specified. If mileage is claimed the approximate mileage must be given and estimated at the University's approved rate (currently R3.82 per km), unless a motivation for a higher rate can be substantiated. Where subsistence expenses are claimed, the number of days should be specified. Applicants wishing to visit archives must supply a letter from the archive confirming that the archive will be accessible to them.

b) **Major Equipment (R>10,000)**

The Faculty will provide equipment only when this equipment can be shown to be quite exceptional to the needs of the applicant and research project in question. A full motivation will be required.

The applicant should first establish the suitability or availability elsewhere in the University of the equipment before a grant application is made.

Grants may not be used for the purchase of office equipment or material, such as is normally available to any School, e.g. filing cabinets, desks, etc.

Heads of Schools are requested to ensure, as far as may be reasonably practicable, that the requisite equipment to undertake research for higher degree purposes is already available in the School.

c) **Books**

Where funding for books is claimed, the titles of the books must be given and, if funding is approved, the books must be ordered through the Library and remain the property of the University.

The total budget is not to exceed R25 000.00.

4. Progress Report

Each recipient will be required to submit an interim update in June 2022 and a final report in December 2022. The report should be no more than 2-3 pages in length and should include the following information:

1. a synopsis of the aim, objectives, research methodology and results;
 2. steps taken to publish findings;
 3. date of submission of dissertation or thesis, if applicable.
 4. Publication outputs (generally 2 accredited outputs/grant)
 5. Research capacitation outcomes (example PG completions)
 6. Impediments to the completion of the project
- The report is to be submitted to the Committee Coordinator of the Faculty Research Committee.
 - A final report must be submitted on completion of the research, and the copy of the final result of the research, i.e. book/manuscript, etc, must be submitted to the Committee Coordinator of the Faculty Research Committee.
 - If the conditions are not met, the recipient will not be eligible for further funding and support from the Faculty of Humanities Research Committee.

5 General

No carry-forward of funds to the following year is permitted. Unspent amounts in the grant will automatically be returned to the main fund at the end of December.

In cases where the objectives of the grant are completion of a PhD or Masters degree, the applicant must include a letter of support from his/her supervisor confirming that the goal is realistic and will be achieved within a year.

6. TO APPLY

- To apply for the **FRC Ad Hoc Research Grant** please click [here](#)

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