



# International Association of Sedimentologists

*An International Non-Profit Organization*

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## POSTGRADUATE RESEARCH GRANTS APPLICATION GUIDELINES

### 1. Application

The application should be concise and informative, and must contain the following elements:

- A. **General Information**
- B. **Research Proposal** (including Title, Introduction, Outline, Methods, Facilities) - max. 750 words
- C. **Bibliography** - max. 125 words;
- D. **Budget** - max. 125 words
- E. **Curriculum Vitae** - max. 250 words
- F. **Recommendation Letter** from supervisor

Your research proposal must be submitted via the Grants tool in your profile on the IAS website before the application deadline.

Limit your application to 1250 words max; do not exceed 7 pages.

Do not forget to include the signed recommendation letter from your supporting PhD supervisor, or ask your supervisor to send the recommendation letter directly to the IAS office ([ias-office@ugent.be](mailto:ias-office@ugent.be)).

If you apply for laboratory analyses and activities, please carefully review pricing of analyses and compare charges of various academic and private laboratories as prices per unit might differ considerably.

Please first check whether analyses can be performed within your own University. If your University is not in a position to provide you with the adequate analysis tools, visiting another lab to conduct the analyses yourself strengthens your application considerably as it contributes to your formation and to capacity building of your home University.

Please provide evidence that you have contacted the person responsible for the coordination of the host laboratory and have their support for your proposed visit. Ask this person for a concise written confirmation to be included in the application or to be sent to the Office of the Treasurer directly.

## 2. Deadlines and notifications

- Application Deadline 1<sup>st</sup> session: **31 March**
- Application Deadline 2<sup>nd</sup> session: **30 September**
- Recipient Notification 1<sup>st</sup> session: **before 30 June**
- Recipient Notification 2<sup>nd</sup> session: **before 31 December**

Students whose application was unsuccessful may apply again during a subsequent application round, if the funds needed have not been obtained from other sources in the meantime. In the case of a second application, the student should explain how they continued their studies and/or changed the focus of the study without the grant that had been applied for previously, and explain why an IAS grant is still needed.

## 3. Application Form

### A. General Information

- Your **name**, active **email address** and **educational institute**
- Your **supervisor's** active email address and educational institute (*It will be viewed favourably if your PhD supervisor is a member of IAS*)
- If your application envisages a visit to another institute (e.g. to use specialized facilities), please provide name and active email address of **Head of guest Department/Laboratory**

### B. Research Proposal (max. 750 words)

- **Title**
- **Introduction** (max. 250 words): briefly introduce the subject of your PhD and provide relevant background information; summarise previous work by you or others (provide max. 5 relevant references, to be detailed in the 'Bibliography' field). Provide the context for your PhD study within the field of sedimentology.
- **Outline** (max. 250 words): clearly describe your research and indicate in what way your proposal will contribute to the successful achievement of your PhD. Your application should have a clearly written hypothesis, i.e. a well-explained research problem of geologic significance. It should explain why this research is important. Simply collecting data without an objective is not considered adequate use of resources. Justify why you need to undertake this research.
- **Methods** (max. 125 words): outline the research strategy (methodology) that you plan to use for solving the problem in the field and/or in the laboratory. Please include information on data collection, data analyses, and data interpretation.
- **Facilities** (max. 125 words): briefly list research and study facilities available to you, such as field and laboratory equipment, computers, library.

### C. Bibliography (max. 125 words)

Provide a list of up to 5 key published references that are relevant to your proposed research, listed in your 'Introduction'. The list should show that you have undertaken adequate background research on your project and are assured that your methodology is solid and that the research has not been carried

out previously. Avoid references to textbooks and other general literature that is not related immediately to your studies. Limit your bibliography to the essential references. Please use standard reference formatting (e.g. Surlyk et al., *Sedimentology* 42, 323-354, 1995).

**D. Budget** (max. 125 words)

Provide a brief summary of the costs of the research up to a maximum of 1,000 Euro. Clearly indicate the breakdown of the amount (in Euro) being requested. State specifically what the IAS grant funds will be used for. Please list only expenses to be covered by the IAS grant. When the project budget exceeds €1,000, details of other confirmed sources of funds must be provided and the consequences of any shortfall of these should be discussed.

The IAS will support field activities (to collect data and samples, etc.) and laboratory activities/analyses. Laboratory activities/analyses that consist of training by performing the activities/analyses yourself will enhance your application as they will contribute to your academic development and to the capacity building of your home institution.

**E. Curriculum Vitae** (max. 250 words)

Name, postal address, e-mail address, university education (degrees & dates), work experience, awards and scholarships (max. 5, considered to be representative), independent research projects, citations of your abstracts and publications (max. 5, considered to be representative).

**F. Letter of Recommendation**

The recommendation letter from the supervisor should clearly and in detail provide an evaluation of the capability of the applicant to carry out the proposed research, the significance and necessity of the research, and the reasonableness of the budget request. The supervisor should justify the necessity of the IAS grant and clearly confirm the lack of alternative funding.

**Submitting your grant request implies that you have read, and agree, with these terms.**