

## Postgraduate Research Grants Application Guidelines

Please read carefully before applying and retain for reference

### General

IAS Postgraduate Research Grants are intended assist PhD student members in specific aspects of their sedimentology research for which they do not have alternative funding, for example testing new ideas that have arisen from the PhD research. These aspects typically include fieldwork, data acquisition and analysis, visits to other institutes to use specialized facilities. They are **not** available for travel to attend scientific conferences<sup>1</sup>, nor for purchase of equipment, and are not available to students on MSc programmes<sup>2</sup>.

Up to 10 grants are awarded twice per year to IAS student members as defined in the eligibility criteria below. Each grant is up to a maximum of €1,000.

Application is via member profiles on the IAS website and requires submission of a short research proposal and plan with budget, using the template on the submission webpage, an up-to-date CV, and a signed letter of support from the researcher's supervisor on a distinct page with the official letterhead of the researcher's host institution. It is not essential that the supervisor is also an IAS member, but it is viewed favourably if they are.

Applications are evaluated by a committee headed by a member of the IAS Council of Management after the deadline and a recommendation put to the full Council of Management before a final selection is made. Applicants are personally informed as to the outcome of their application by email within 3 months of the closing date.

### Eligibility

Applicants for IAS Postgraduate Research Grants must:

- Be active student members of the IAS
- Be enrolled on a PhD programme both at the time of application **and** when the research will be carried out
- Have not previously received one of these grants

Previous receipt of an IAS Judith McKenzie fieldwork award does not impact eligibility.

Unsuccessful applicants may re-apply **once** during a subsequent round if they have not obtained funding from other sources. In this case their application should explain how they have continued their research and/or changed the focus of their project in the interim period and why an IAS grant is still required, as well as addressing any feedback received.

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<sup>1</sup> Student members of the IAS may apply for conference travel grants to attend IAS-sponsored conferences, see the IAS website for details

<sup>2</sup> MSc student members of the IAS may apply for Judith McKenzie fieldwork awards, see the IAS website for details

## Deadlines

Spring application round (1<sup>st</sup> session)

Deadline: **31<sup>st</sup> March at 24h00 CEST / UTC+2**. Recipient notification: By 30<sup>th</sup> June

Fall round (2<sup>nd</sup> session)

Deadline: **30<sup>th</sup> September at 24h00 CEST / UTC+2**. Recipient notification: By 31<sup>st</sup> December

## Evaluation criteria

Applications will be evaluated and ranked on the following criteria:

- Scientific quality and novelty of sedimentology (or closely related) research
- Feasibility of the project and likelihood of success
- Cost effectiveness of the proposed work programme
- Clarity of the written proposal, its objectives, methods and deliverables
- Demonstration that the proposed work cannot be conducted without the grant; applicants whose PhD has substantial commercial / industry funding are less likely to be successful in their application

## Application requirements and procedures

Applications must be submitted via the IAS website using the Word template form provided on the website. The form must be completed in full by the applicant:

- **Section 1:** The year and session (spring / fall) that the application refers to
- **Section 2:** Your personal details, and the name, address and website of your educational institution. You may also give your social media identifiers if you wish
- **Section 3:** Name and email address of your research supervisor
- **Section 4:** Answers to the yes/no questions and PhD start / end dates. If the proposal includes visiting another institute to use specialized facilities, the name and email address of Head of guest Department/Laboratory must be provided **and** their concise agreement in writing should be **included** with the application.
- **Section 5:** Research proposal – **please follow the precise instructions on the next page**
- **Section 6:** A list of up to 5 key references from scientific journal papers that are relevant to the proposed research and cited in the research proposal; this will demonstrate that you have done sufficient background research, verified your methodology and that the work has not been carried out previously. Please format the references in the style of those at the end of papers in *Sedimentology*.
- **Section 7:** A brief itemized summary of the costs of the research up to a maximum of 1,000 Euro. Only list expenses to be covered by the proposal and if other funding is also being used be sure to specify exactly what the IAS grant funds will be used for. If the project budget exceeds €1,000 details of other confirmed funding must be provided and the consequences of any shortfall in these should be addressed. All costs should be given in Euros as well as any local currency.

- **Section 8:** A short CV covering your name, address, email, university education, work experience, awards and scholarships, any independent research projects that you have previously carried out, and any citations of abstracts or publications that you have written or contributed to.
- **Section 9:** You must include a scan of an official document that confirms your current enrolment as a PhD student in your institution and that shows your enrolment will continue over the planned duration of the research project. If the official PhD enrolment documentation does not have an end-date your continued enrolment should be affirmed in your supervisor's supporting statement. Note, a scanned student ID card or unofficial transcript is not sufficient as proof of enrolment.
- **Section 10:** Please attach a signed and dated letter of recommendation from your research supervisor (maximum one A4 page). This supporting statement should clearly articulate their assessment of your capability to undertake the research project, its scientific significance and its necessity to your PhD and lack of alternative funding, and the reasonableness of the budget request. Failure to justify the economic necessity of the grant will result in the application being turned down. The letter must have the Institution's Official letterhead and the supervisor's name and title as well as their signature.

The completed Word form, proof of enrolment and the statement of support must be combined into a single pdf and uploaded through the IAS website before the deadline. The date and time of submission are automatically recorded.

## Layout and content of the research proposal

### 5a - Project title

**5b - Introduction** (*max. 250 words*): Briefly introduce the subject of your PhD and provide relevant background information. Provide the context for your PhD study within the field of sedimentology. Summarize previous work by yourself or others (cite up to 5 relevant references and provide bibliographic details in Section 6).

**5c - Outline** (*max. 250 words*): Clearly describe your research and how your proposal will contribute to the successful achievement of your PhD. State the basic hypothesis – the geologically significant research problem that you are seeking to solve – and why it is important. List the aims and the objectives of the project that the grant will fund.

**5d - Methods** (*max. 250 words*): Outline the research methodology that you plan to use for solving the research problem in the field and/or laboratory, including specific details on data collection, data analysis and data interpretation.

**5e - Facilities** (*max. 125 words*): List the research facilities available to you and that you intend to use to carry out this project, including field and laboratory equipment, computing and library facilities.

Note, the IAS will support field activities (to collect data and samples) and laboratory activities/analyses. Laboratory work that consists 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. Please check first whether analyses can be performed in your own university. If not, visiting another laboratory to conduct the analyses will also be viewed favourably for the same reasons.



## Deliverables and grant payment

When a grant application is approved the recipient will be sent a form to confirm their acceptance of the grant and to provide their bank details for its subsequent payment. Please note, **payment is made directly to the recipient and not their educational institution or to any service providers.**

The grant will be transferred **after** the IAS receives a scientific report and financial statement. This should be within 1 year of the receipt of acceptance of the grant, and the IAS must be contacted if there are unforeseen delays that prevent this. **We regret that no advance payments can be made.**

Grant recipients who allow their IAS membership to lapse before submitting their reports can expect to forfeit their grants.

## Scientific report

This should be a Word or pdf document, 3-4 pages in length including figures and references, and include details of the scientific results that were obtained from the grant. The scientific reports are archived on the IAS website and may be appended to IAS newsletters. The report must have an appropriate concise title, the name and affiliation (but not email address) of the researcher and the grant round that it arose from (e.g., "IAS Postgraduate Research Grant, Spring 2022 Session").

## Financial statement

This should be a separate merged pdf consisting of:

1. A summary table of costs incurred in local currency and in Euro based on the exchange rate on the date of expenditure (we suggest using <https://www1.oanda.com/currency/converter/>)
2. Scanned copies of receipts and/or invoices that document all the costs claimed for

The expenditures must align with the budget items in the application.

## Other requirements

Any changes in project scope after award of the grant must be discussed and agreed with the IAS.

The IAS should be acknowledged in all reports, conference presentations and publications produced using the results of the grant.

It is expected that publications arising from research conducted using an IAS grant will be offered for consideration in an IAS journal (Sedimentology, The Depositional Record or Basin Research).

The IAS would be grateful to receive 3-4 high quality photographs from your research that it can use on its website and publicity materials. These will be credited wherever possible.

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**Submission of an IAS Postgraduate Grant application is taken as confirmation that you have read this document and agree with all of the requirements and expectations herein.**

If you have any questions please contact the IAS through the website well before the closing date and we will do our best to assist you.