

Palestine Exploration Fund –Grants Notes

The PEF awards annual grants to current members of the Fund to support research into topics of direct interest to the Fund's stated aims and objectives to promote research into the archaeology and history, manners and customs and culture, topography, geology and natural sciences of biblical Palestine and the Levant.

The Fund is able to award some more substantial research grants as well as travel grants for students. To apply please use the application form provided on the PEF's website (or alternatively obtainable from the Executive Secretary: execsec@pef.org.uk) and submit it to the Fund's office by **4pm on the deadline as specified on the PEF website**. The Fund regrets that late or incomplete applications cannot be considered.

Eligibility

Applicants must be current members of the PEF. Although grants are open to all members of the PEF, they have been specifically created to cater for the needs of academics and scholars at an early stage of their career, as well as graduate students. They are designed to support individual, small-scale studies leading to the completion of a set piece of work, such as an article or thesis. There are no restrictions on the basis of nationality.

Grant Terms and Conditions

Up to three travel grants of £500 (unless a lower amount is required) will be awarded to student applicants to support research-related travel in the modern countries of the Levant. The total sum available for grants in 2016 is £10,000. Applicants are asked to consider this carefully before making an application.

Applicants should be the direct recipients and beneficiaries of the grant. Applications submitted on behalf of others will not be considered.

PEF grants are intended to support direct costs of travel and maintenance to enable scholars to conduct research in the modern countries of the Levant. Limited expenditures for inexpensive equipment, such as stationery, may also be considered. Grants are not intended to cover any of the following costs:

- computer hardware, specialist software, books
- costs of interpreters or government representatives in the field
- charges made by local government agencies
- research assistance or short-term costs for specialist staff such as conservators or illustrators
- costs of preparing illustrative material and fees for reproduction rights
- publication costs
- institutional overheads
- permanent resources or equipment, such as vehicles
- payment in lieu of salary, or for personal maintenance at home
- replacement teaching costs
- expenses for lecture tours or attendance at conferences

PEF grants will not be awarded to individuals seeking to join training excavations or to supplement individual travel costs to join existing projects with funding from other sources, unless the proposed research has clearly defined and largely separate research aims and objectives.

Grant recipients are strongly encouraged to update the PEF during the course of the project receiving PEF funding with short posts (text, images and/or audio/video) on the progress of their work which will be featured in a special page of the PEF website.

Grant Reports and blogs

A new reporting system has been agreed for all grant reports effective from the 2015 round onwards.

PEQ Report

A brief report summary on all the grants reports will be compiled annually by the Grants Chair. This will take the form of a paragraph on each grant project, with details of the recipient and the name of the project. Details should include a summary of the aims of the research project, what was achieved, and any changes to the field work which were necessary during the course of the project. This report will be published annually in the spring - summer following the award of the grants. Those grants awarded in March 2015 will be reported in this manner in PEQ in either the March or the June issue of 2016.

Some grants projects (eg those for which the PEF is providing full funding) may merit fuller publication in PEQ as a proper research article, and the grants committee will make this recommendation or condition to an award where applicable. Publication of a research article in PEQ will be at the discretion of the Editor, and subject to peer review.

Website and Blog Reports

Blogs

All grantees must submit an informal post to be posted on the PEF's 'In the Field' blog. Blogs should be short, snappy and publicly accessible. This should be submitted either during or directly after field work. Blogs should feature text (up to 400 words), images, audio or video showing work in progress or recently completed. Images should be at least 150 dpi, sent with captions. Text should be written in a publicly accessible style, and feature highlights and personal experience from the work conducted.

Images should be sent as separate files, with captions in the text where the images should go. Please do not send blogs with the images embedded. Please provide image credits for all images used, including your own.

Guidelines for website field reports

Longer field reports (c.750-2000 words) for the website should contain:

- a brief introduction to the area of research relevant to project, with relevant references in text and a bibliography
- acknowledgement of the PEF's award, and an indication of how the money was spent (ie travel, fieldwork support etc)
- a few specific findings with supporting data (images, tables, maps, audio video that are different from what's on the blog)
- general conclusions and next steps for research
- Images should be embedded in the text, with captions and credits indicated in the appropriate location so that we can upload the whole as a pdf document.

The blog post and the website report are reviewed by the Grants Chair. Please submit your website article within 1 month of completion of field work.

Articles for the blog and website are submitted through the website manager who will forward them to the Grants Chair. Research articles for PEQ should be submitted through the Maney article submission system.

Follow our grants researchers in the field by visiting our blog at: www.pef.org.uk/blog/

The PEF also strongly encourages applicants to consider submitting longer research papers to the PEQ.

In addition, recipients should submit a budget outlining the project's expenditure to the PEF within one month of the project's completion. This should be accompanied by original receipts or photocopies of original receipts.

Application Form Instructions

To apply please fill in one of the application forms downloadable from the PEF's website. Make sure to complete all sections of the form, marking any that are not applicable to you.

Section 1. Please provide details about yourself, including especially a current address for correspondence and email address.

Section 2. Please summarize your education and academic career to date, providing details of degrees gained, institutions attended, dates, and details of any professional qualifications or memberships.

Section 3. Provide a list of your most recent publications which are of relevance to this application. Make sure to provide full bibliographic details (name of books/ journals, editors, years, page numbers and publishers)

Section 4. Please provide details about your proposed research project.

Section 5. Please provide an itemized budget for your proposed project, bearing in mind what kind of expenditures the PEF is willing to fund. Please provide as much detail as possible. List all costs in British Pounds.

List all other funding sources you have or are planning to apply for to support this project. Clearly state the sums requested from other sources and, if known, the outcome of any applications.

Section 6. Outline your project in no more than 1,000 words. Please do not attach additional sheets. Provide details of the research background/ context, the aims and objectives of the proposed work, its relevance and importance, the methodology you propose to use to address your research aims/ questions. Make sure to include other personnel and collaborations, and outline whether research permits have been granted, sought or will be sought to carry out the work.

Section 7. Provide details about how you plan to disseminate the results of your research (including theses, book chapters, journal papers, websites/ online content, audiovisual). Please indicate a schedule for these publications.

Section 8. Provide details of two nominated referees.

Section 9. Sign the form.

References

Download the reference request form from the PEF website or request it from the Executive Secretary. Fill in section 1 of the reference request form and pass the form on to your nominated referees. It is your responsibility to make sure that the referees forward the completed reference request forms to the PEF by the deadline.