



Council for British Research in the Levant

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CBRL: Guidance Notes for Project Affiliation

British Academy, Leverhulme, AHRC and ESRC Research Award applicants

CBRL invites applications for Project Affiliation for postdoctoral research in the humanities and social sciences to be undertaken in the countries of the Levant (Cyprus, Egypt, Israel, Jordan, Lebanon, Palestine, and Syria). All applications should clearly demonstrate that CBRL affiliation is sought for a clearly defined piece of research, which will have an identifiable outcome on completion.

Affiliation may be awarded in the following circumstances:

- Project affiliation may be used to provide a formal link to UK projects that are not CBRL funded, but where CBRL institutional support may be of benefit to the project. This would include projects that require CBRL affiliation in order to obtain an excavation or survey licence.
- Project affiliation may be used where affiliation will enhance the academic and research role of both the project and CBRL.
- Project affiliation may be used only exceptionally for projects run by individuals who lack an institutional base.
- Project affiliation may be used to develop and enhance collaboration with projects run by institutions from the host countries.

Affiliated projects will be considered equal to CBRL sponsored research projects in terms of staff support and priority of bookings of CBRL facilities.

Eligibility

Projects in receipt of a British Academy, Leverhulme, AHRC, or ESRC research award are eligible for affiliation. Affiliation is also available for self-contained projects and will normally be granted to Projects, not individuals. Affiliation will normally be made to projects based in universities and other institutions of higher education, but non-institutional projects may apply. Affiliation will be granted for advanced research at postdoctoral or equivalent level.

Method of application

Recipients of a British Academy, Leverhulme, AHRC, or ESRC Grant:

Application for affiliation may be made by submitting a **letter of application for affiliation** with a **copy of their British Academy/Leverhulme/AHRC/ESRC grant application** attached. Applicants should **clearly state the reasons** why affiliation would be beneficial to the project

Non-Recipients of a British Academy, Leverhulme, AHRC or ESRC Grant:

Application for affiliation must be made on the **appropriate CBRL form**. Forms can be downloaded from the cbrl website www.cbri.org.uk Full details for application are provided on the website.

Timing of application

Applications, and where applicable references from the applicant's nominated referees, may be submitted at any point during the year, and will be considered by the next CBRL Committee meeting. The CBRL Committee normally meets four times a year. Applications must be received a minimum of one month before the meeting that they will be considered at. The CBRL Administrative Secretary can provide guidance on the schedule of meetings. Affiliation may be awarded at any stage of a project's progress.

Assessment procedures

Assessors will evaluate the application on the basis of its academic merit, taking into account its originality, its relationship to and volume of research already in the field, the scholarly importance of the research proposed, the feasibility of the research programme, the specificity of the scheme of research, presentation and intended outcomes.

The CBRL has adopted a Code of Practice for assessing applications for research awards. The Code of Practice sets out the principles of equity, integrity, and confidentiality governing the treatment of all applications for research awards.

Conditions of award

A list of the conditions attached to the affiliation will be sent to successful applicants when the offer is made. Successful applicants are required to accept the conditions of affiliation before it can be confirmed.

Data Protection

The CBRL is registered under the Data Protection Act 1998 and adheres to the Data Protection Principles. Applicants should be aware that information that they provide will be stored and circulated as necessary for the assessment procedures to be followed. Application forms may be retained for up to ten years, and may be consulted by the CBRL in the event of future applications being submitted. Details of affiliated projects (including name, institution and project details) will be used to compile published lists of affiliated projects which may be made available on the Internet, and to produce statistical and historical information on CBRL awards. Signing the conditions of affiliation constitutes your agreement to all terms, conditions and notices contained in the notes for applicants.

For further details or advice, please contact the CBRL Administrative Secretary (cbrl@britac.ac.uk) or the Director, Prof. Bill Finlayson (director@cbrl.org.uk).

For more detailed information about the CBRL, including events, activities, funding opportunities and publications visit our website:
www.cbrl.org.uk

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