



Council for British Research in the Levant

## CBRL ANDREA ZERBINI AWARD 2024-25

### GUIDANCE NOTES

CBRL offers funding opportunities for research on the Levant in the humanities, social sciences and related fields. The Levant is defined as Cyprus, Israel, Jordan, Lebanon, Palestine and Syria. We particularly encourage applications addressing topics relating to one or more of our five current major research themes [\[see here\]](#):

1. Heritage – understanding the past and its present impacts
2. States, societies and cultures of the Levant
3. Cities and urbanisation
4. Refugees, migration, displacement, and diasporas
5. Challenges of sustainability and resilience

The listed subtopics are indicative only – proposals on other topics will be assessed on their merits. Disciplinary and interdisciplinary approaches are equally welcome.

**CBRL can only consider travel to areas deemed safe by the FCDO if travelling from the UK.**

***CBRL Andrea Zerbin Award for up to £4,000*** for doctoral students from universities in the UK and EU for travel to the Levant on topics related to Archaeology and Heritage. Two Awards of up to £4,000 each are available.

Doctoral students must have:

- Up to a maximum of 12 years since the completion of their Master's degree
- A track record showing promise
- A compelling proposal.

The awards are for research into: Ancient History; Landscape Archaeology; New Technologies/GIS Applications in Archaeology; Aerial Archaeology; Migration and Migrant Identities in the Near East from Antiquity to the Middle Ages; Protecting the Past.

**Eligible costs include:** travel to and within the Levant, visas (insurance should be covered by the home institution), local travel (e.g. car hire, fuel, bus and taxi fares), accommodation and food costs away from home (subsistence), consumables (e.g. stationery and office supplies, batteries), equipment hire, as relevant to the research, language tuition.

**Ineligible costs include:** significant equipment and computer hardware purchases (e.g. above £250), institutional overheads, payment in lieu of salary.

**Essential Requirements:**

- University ethics clearance is required in order to release the award.
- Before any travel to the Region, CBRL needs a copy of a risk assessment.
- Copies of receipts for all expenses are required. All expenditures must be supported by relevant receipts and vouchers.

#### **APPLICATION DEADLINES:**

Applications open: **August 2024**

Deadline for Applications: **Sunday 15 September 2024 at midnight GMT**

Deadline for References: **Sunday 15 September 2024 at midnight GMT**

Results will be announced in **November/ December 2024**

Applications on the CBRL Application Form should be submitted to the UK Executive Officer at ([info@cbrl.ac.uk](mailto:info@cbrl.ac.uk)).

#### **HOW TO COMPLETE YOUR APPLICATION**

##### **RESEARCH STATEMENT**

Provide a short (under 50 words) title and describe the research project within the wordcount of the application form. Describe in non-technical language avoiding jargon.

There is no set format, but a proposal will normally:

- explain the significance of the project in terms of the intellectual framework in which it is situated;
- describe the methodology to be used and the schedule of activities;
- provide any further information to persuade the assessors of the project's feasibility;
- and describe the planned outcomes.

##### **BUDGET**

Give the total budget in £ and show in **bold** those items for which CBRL funding is requested. Include a unit cost and a multiplier for each item of expenditure, with justification for these amounts. Funds are cash-limited, and there is no scope for supplementation of a grant; projects should be fully costed from the outset. Detail other sources to which application is being made (specifying amounts), and the result where known.

##### **REFEREE**

ONE referee is required, see your application form for details.

For students, the referee would normally be the thesis main supervisor. For the other schemes, the referees should not have a formal or informal Conflict of Interest with the applicant in the sense of working closely with them but be informed enough about the applicant's CV and research plans to be able to provide a detailed comment on his/her ability to undertake the proposed research.

Applicants for a grant should ensure that their referee writes to the UK Executive Officer ([info@cbrl.ac.uk](mailto:info@cbrl.ac.uk)) with the header **Grant Application Reference for [Your Name] by Sunday 15 September 2024**.

Applications are expected to have the approval of the applicant's institution.

## **GRANT CONDITIONS**

### **Project execution, budget expenditure, equipment**

The grant is to support the research project described in the application. Prior approval must be sought from CBRL by contacting the UK Executive Officer if it is proposed to vary the project or programme in any significant way.

Expenditure should be made in accordance with the items originally set out in the application. Expenditure may be varied between budget heads, within reason, but prior approval must be sought from CBRL by contacting the UK Executive Officer if it is proposed to vary expenditure in any significant way. Please note CBRL is not responsible for arranging or securing visas.

Grantees must comply with CBRL's policy on travel and subsistence. (See CBRL Research Manual Section 7 – Travel, Subsistence and Expenses)

Items of equipment purchased with the help of a CBRL grant must normally be deposited on the expiry of the grant with an institution (usually the recipient's own, CBRL, or otherwise as agreed with CBRL); such items do not become the personal property of the grantee.

### **Ethical and professional standards**

CBRL requires the research it funds to be conducted in an ethical and legal manner. It is the grantee's responsibility to ensure that the research is organised and undertaken within a framework of best practice, as defined by the Home Institution. CBRL expects research to be conducted in accordance with the highest standards of integrity and research methodology. Ethical issues should be interpreted broadly and may encompass, among other things, relevant codes of practice, the involvement of human participants, tissue or data in research, research that may result in damage to the environment and the use of sensitive economic, social or personal data (see CBRL Research Manual Section 4 – Research Ethics).

Grantees will be assigned a CBRL Lead Contact during the research period covered by the grant (see Research Manual Section 3.2.2 – Lead Contacts).

### **Health and safety; risk assessment**

Before undertaking the research, the grantee must submit to CBRL the Risk Assessment documentation that has been submitted to, and approved by, their institution. All grantees whose application includes travel must consult the FCDO travel advice regarding travel to the region.

### **Payment of grant**

Grants must be claimed by 31 December 2024 (latest) unless prior written approval has been granted for an extension to this date. All grants must be expended by the end of August 2025. Grant monies paid but remaining unspent should be returned to the CBRL.

### **Publication**

Except by prior agreement, the opportunity of publication (whether as an article in CBRL's journals, *Levant* or *Contemporary Levant*, or as a CBRL monograph) shall be offered in the first instance to CBRL. If publication elsewhere is anticipated, this should be indicated in the application.

Grantees shall acknowledge the support of CBRL when making any public announcement or in any publication arising from a successful grant. In the case of publication this is the recommended form of words *This research was supported by a CBRL Andrea Zerbini Award awarded by the Council for the British Research in the Levant (CBRL)*.

Grantees should provide the CBRL's Executive Officer with information on all publications relating to their project. A copy of any other publications must be provided for the CBRL library.

### **Reporting Requirements**

The **Grant Report Form** sent to successful applicants must be submitted to the UK Executive Officer ([info@cbri.ac.uk](mailto:info@cbri.ac.uk)) within one month after the end date of the research covered by the application (or the end date approved by CBRL in the case of change), and no later than one month after the end of August 2025. The Report Form asks for a statement of what was achieved with the grant and details of its expenditure. Accounts must be supported by relevant receipts and vouchers where not administered by a university or research organisation.

As part of the award, we ask that you submit text, relevant links and an image about your project for the CBRL research project webpages. This is a mandatory part of the conditions of the grant.

Digital data, together with documentation, should be offered for deposit, such as at the Arts and Humanities Data Service or ESRC Data Archive, within a reasonable time after the completion of the project.

**All grant recipients will be required to sign CBRL's grant Terms and Conditions and comply with the CBRL Research Manual prior to commencing their research, including submitting an ethical declaration form and completing the risk assessment template.**

### **Further engagement with CBRL**

When submitting applications elsewhere for follow-on funding that draw on CBRL-funded research, please consider including CBRL in your application: how CBRL may support your research and you support the ongoing mission work of CBRL and its institutes in the region, e.g. seminars, workshops, partnership working. Where a CBRL award has facilitated

subsequent successful funding, please report this to the CBRL for our records. We want to hear about your successes!

**Data protection**

CBRL adheres to the Data Protection Act 2018. Please see the CBRL Research Manual for guidance on data management.