



## SuHRF FUNDING FOR DEVELOPMENT OF RESEARCH APPLICATIONS – GUIDELINES FOR APPLICATION

SuHRFs Funding for Development of Research Applications is open for applications from scholars working at Campus Gotland.

### Background

SuHRF provides financial support for the development of research applications, in order to initiate new research projects within the field of sustainable heritage and thereby to strengthen the research environment on Campus Gotland.

Funding for development of research applications can be applied for by scholars working at Campus Gotland, and must be approved by the applicant's home department. Applications contributing to the development of the research environment at Campus Gotland, including collaborations across disciplines, are prioritised. The research project, which is developed with support from SuHRF, must involve more than one researcher working at Campus Gotland and preferably involve more than one department on Campus Gotland. Collaboration with researchers from other research institutions both in and outside of Sweden is encouraged.

Funds can be applied to cover the costs of:

- **Working hours** for a researcher working on Campus Gotland, devoted to writing a research application maximum the equivalent of a one month full time salary for one person, and/or
- **Travel and accommodation** for a researcher who writes a research application together with a researcher from Campus Gotland. Funds are available for *inviting a researcher to visit Campus Gotland* during a short stay (one to two weeks) to collaborate with a researcher at Campus Gotland. Visits must be motivated carefully as SuHRF encourages collaborating researchers to communicate digitally. Under certain circumstances, funds might also be applied for by a Gotland-based researcher to *travel from Campus Gotland* to another institution for the same purpose. A strong motivation of how this would strengthen the research environment at Campus Gotland is required. In case the visit to or travel from Campus Gotland is justified, SuHRF encourages sustainable travels.

Applications can be submitted continuously during the year, to be assessed as quickly as possible.

## Application form

The application should be no longer than two pages and MUST include the following headings 1-8. CVs are attached as appendices.

1. Name, title, contact details\* and a short resumé of the applicant  
(\*postal address, email and phone)
2. Name, title, contact details\* and a short resumé of the collaborating researcher(s)  
(\*postal address, email and phone)  
(this needs to be filled in only if the application concerns travel and accomodation for collaborating researcher(s))
3. Names of departments and researchers involved in the proposed research project, and name(s) of the proposed funding agency(ies)
4. Description of the proposed research project and how it will benefit the research environment at Campus Gotland
5. Dates for the period of writing the research application and/or visit of researcher who will co-write the application, and if this applies, a motivation of the visit and its length
6. Budget for working time and/or travel and accomodation  
Contact SuHRFs research director(s) to get updated information about costs for accomodation before finalising the application.
7. Statement how the application as well as the research project is anchored at the department where the applicant is employed
9. Date and signatures of the applicant and Head of Department  
(to sign is to certify that the entire guidelines, this document, have been read carefully)

**Appendices:** Full CVs of applicant, and if it applies also for the collaborating researcher, must be attached to the application.

## Application assessment

The steering committee aims at a transparent assessment procedure. In the assessment process the application as a whole will be considered. However, of crucial importance is how well the application supports SuHRFs main objectives, which are to initiate new multi-disciplinary research projects in the field of sustainable heritage, to strengthen the research environment at Campus Gotland, and to develop collaboration between actors inside and outside of academia through integrated research.

The following criteria are taken into consideration when assessing the applications. Hence, they also function as an aid for researchers in the application process.

- **Relevance** – In what ways do the proposed research contribute to sustainable heritage and to strengthen the research environment on Campus Gotland?
- **Multi-disciplinarity** – How many researchers and departments at Campus Gotland are involved in the application for funding for development of research applications? How many researchers and departments at Campus Gotland will be involved in the research project? How does the proposed research make use of various competences on sustainable heritage?
- **Implementation** – How well can the development of a research project application be implemented given the time and budget?
- **Result** – What are the chances that the research project idea and application will be successful and receive external funding? What benefits do the research project bring to researchers, the general public and other interested parties?
- **Budget** – Is the budget cost effective and does it follow SuHRFs budget guidelines?

## Applicant's responsibilities

- The applicant must submit a short written report within 30 days after the granted period. When the research application is submitted, the applicant is responsible to inform, and in case the application is granted send it to, SuHRF.

## Budget guidelines

- If the application concerns costs for salary, OH must be included. The budget must specify working hours and salary costs.
- If the applications concerns costs for travel and accomodation there is no need to include OH. SuHRF provides an office space for the visiting researcher, and organises the booking of travel and accomodation. SuHRF encourages sustainable travels.
- Travel and accomodation costs for employees of the departments at Uppsala University, which operate on Campus Gotland can not be included in the application (employees of those departments are instead encouraged to coordinate teaching obligations at Campus Gotland with potential research activities, and use the mobility funding provided).

## Application submission

- Applications can be submitted continuously.
- The development of a research application is expected to take place within six months from when the decision is made.
- Applications should be submitted both in paper form and through email.
- Applications should be sent to Anna Karlström, Sustainable Heritage Research Forum, Kulturvård, Uppsala University Campus Gotland, Cramérgatan 3, 621 57 Visby and [anna.karlstrom@konstvet.uu.se](mailto:anna.karlstrom@konstvet.uu.se)