



What is the Endangered Material Knowledge Programme?

The Endangered Material Knowledge Programme (EMKP) was launched in 2018 and is funded by Arcadia – a charitable trust of Lisbet Rausing and Peter Baldwin, and hosted by the Department of Africa, Oceania and the Americas at the British Museum. The goal of the programme is to support documentation work on traditional material practices and knowledge systems that are threatened in some way, and in danger of disappearing. This can include projects that record contemporary material practices as a means to increase knowledge about existing museum collections, either from the British Museum or other institutions. Scholars from across the world can apply for funding to spend time with communities recording practices through a range of formats that include film, audio recordings, photographs and written records. The aim is to create as rich a record of the activities as possible, which will then be made publically available through an open access digital repository.

Our Grants

We have two types of grants; small grants which are awarded for up to 1 year and with a maximum of £15,000, and large grants, which are awarded for up to 2 years and with a maximum of £70,000¹.

Applications for grants will open on the 3rd December 2018 and close at midnight GMT on the 1st March 2019.

Applications must be via our online grant system.

Eligibility

There is no restriction on the nationality of the applicant. S/he must however be affiliated with an academic institution (e.g. museum, archive, university) who will take responsibility for oversight of the project including financial reporting.

Applicants are expected to have a PhD or be currently enrolled in a PhD². If an applicant is currently enrolled in a PhD, they must provide a letter of support from their supervisor, undertaking to ensure the work is carried out according to the terms of the grant. We also expect all applicants to demonstrate familiarity with the proposed field of work (e.g. language competency, prior research in the area, proven record of local network, local consent for work)

¹ In exceptional circumstances we may consider higher costs. Please contact EMKP to discuss budget if you expect to exceed these amounts

² We will also accept applications from researchers without PhD's/not enrolled in a doctoral programme if s/he can demonstrate equivalent academic standing (e.g. publications, history of research experience, academic appointments)

Applications for research in the global South/non western contexts are encouraged, and will be given priority.

We do not fund the following

- Revitalisations projects (using grants to revive lost or forgotten technologies, crafts etc). Projects must focus on material practices/practitioners that are still active, even if they may be very few left.³
- Documentation of personal archives. We cannot currently support projects that are primarily focused on digitisation of personal or archival records and research notes/resources. For this you may want to consider an application to the Endangered Archives Programme or the Documenting Global Voices programme (also funded by Arcadia)

Digital Content

It is a key funding requirement that you must make your documentation archive publically available through the EMKP digital repository, which is managed by the British Museum. Grantee's will be required to format digital resources themselves, so it is essential that sufficient time post-fieldwork is allocated to do this.

In certain circumstances, grantee's and/or source communities may feel it is not appropriate for certain resources to be made publically accessible for ethical or cultural reasons. In these instances, following discussion with the EMKP digital curator, it will be possible to place access controls on the material. However, these are exceptional circumstances, and we would expect the large majority of digital content to be freely accessible.

Museum collections

Applications that seek to link documentation work with existing museum collections/objects are particularly welcomed, although this is not an essential criteria. These proposals should indicate which collection(s) will be consulted, the planned work with the relevant museum/custodian and any collections based outcomes expected (e.g. augmenting catalogue records).

Criteria for Assessment

Applications will be assessed on the following criteria

- Degree of endangerment of the material practice in question
- Evidence of existing networks in the area/with the source communities and familiarity with the research environment
- Defined plan to ensure appropriate collaboration/dissemination with/to source community
- Viability of the field work proposed with regards to methodology, budget and personnel
- Attention to digital content and curation, and evidence of planning for this aspect of the work
- Significance of the work to the broader research community and quality of the proposal

³ We imagine that following documentation projects there may be a renewed interest in these practices, which result in a form of revitalisation and revival. However, this is not the express focus of these grants.

Source Communities

We strongly encourage applications from source communities, or projects which show an emphasis on co-production and ownership of knowledge. Non-local researchers will need to demonstrate networks and/or familiarity with source communities, and wherever possible, demonstrate explicit consent for the proposed work at the time of application⁴. We strongly encourage proposals that include local community members as collaborators or research assistants (see below for more information on collaborators).

It is a requirement of the grants that copies of digital assets be deposited in the country of research as well as within EMKP. Ideally, copies must also be held within the source community. Applicants must demonstrate their plans to accomplish this. Funds can be earmarked within the budget to fulfil this obligation.

Collaborators

Applications will require a primary applicant who is responsible for completing the application form, and in the event of a successful outcome, will sign the award paperwork, and be responsible for all reporting. In addition, it is the applicant's responsibility to work with the host institution, ensuring compliance with all their requirements, including ethics, and to ensure appropriate financial reporting.

Collaborators are project personnel who are actively involved in the proposed work, and will take responsibility for different aspects of the project/contribute specific skills. Each applicant can list up to 3 collaborators, and will be required to upload a brief CV and explain their role within the programme. We strongly recommend applications which include collaborators from the source community, in the event the primary applicant is not local. In addition, research assistants can be included in the project, and we envisage this role to include source community assistants, who may be involved in day to day work (e.g. as translators). We also encourage applicants to include training opportunities for research assistants (e.g. in the field digitisation).

Ethics

Grantee's are required to adhere to the ethical guidelines of their host institution and act in an ethical and responsible manner at all times. If you are unsure of your institutions ethics policy, or your institution does not currently have a policy, you may want to consult the Association of Social Anthropology's 'Ethical Guidelines for Good Practice' document available at

https://www.theasa.org/downloads/ethics/Ethical_guidelines.pdf

Grant application process and timeline

The deadline for grant applications is midnight GMT on the 1st March 2019. All applications must be submitted via the online application form before that time in order to be considered. Applications, including written references from nominated referees will be reviewed by an expert advisory panel, and outcomes communicated in late May/early June 2019. Successful applicants are expected to commence research after August 2019, and not later than March 2020⁵.

⁴ We recognise that sometimes it is not logistically possible to gain written permission in advance of an application, but we expect applicants to demonstrate their prior engagement and contact, and their plans to secure all relevant consent and permissions/permits if successful.

⁵ In certain circumstances, it may be possible for successful applicant's to adjust this timeline. Please contact EMKP if you anticipate an alternative start date.

Training

EMKP will offer training opportunities to successful applicants to help them prepare for their fieldwork, and particularly planning for digital content development and preservation. This is usually a week long training event in September (dates to be confirmed), so applicants should consider this in their planning⁶.

Budget

Eligible costs include travel, local subsistence and accommodation, research assistant salaries, equipment, insurance and costs associated with community collaborations.

Institutional overhead costs and salary replacement costs for applicants or collaborators are not included.

Funding will be released in instalments with 60% of the annual budget released immediately, 30% on completion of the 6 month report, and the final 10% on completion of the final reporting⁷. Please budget accordingly.

Completing the application form

All applications must be done online⁸. You will need to register in order to submit an application. The form is divided into 7 sections.

Personal Information

Please provide details of personal information (name, title, contact details). In addition, please upload a brief CV of no more than 2 pages, listing your employment history, qualifications, research experience relevant to the application and relevant publications. CV's can be uploaded in MS Word or PDF format.

Details of Host Institution

Please provide information about your host institution, your status there and upload a signed letter from the responsible person at your host institution (e.g. research officer, Head of Department) indicating their support for this application and willingness to oversee the work included financial reporting. Letters can be uploaded in MS word or PDF format.

Details of Collaborators

Please provide the names of up to 3 collaborators with whom you will work on this project⁹. Please upload a brief CV of no more than 2 pages, listing your employment history, qualifications, research experience relevant to the application and relevant publications . If your nominated collaborator(s) do not come from a traditional academic background, please provide a motivation explaining their relevant skills and experience. CV's/motivations can be uploaded in MS word or PDF format.

Project Summary

Please provide summary information about your proposed project, including title, keywords, region/location of research, start/end dates and total amount applied for. In

⁶ Participation in this training is not compulsory, although it is usually recommended. In certain circumstances it may be a requirement of a grant if the panel feels the applicant requires specific training in order to successfully complete the proposed work. In other circumstances, the panel may waive the training component if the applicant can show sufficient expertise.

⁷ This pattern is repeated in the case of 2 year grants.

⁸ Please contact EMKP if there are extenuating circumstances why you cannot complete the application form online.

⁹ It is not compulsory to include collaborators, although we encourage work that actively involves source community members.

addition, please provide a short summary of your project. This should be written in simple language that can be understood by the public, and can be used on the programme website to describe your project in the event of a successful application.

Project Details

This is the largest part of the application form, and requires you to provide background details, project goals and motivation for the work.

- **Background to project and research history**
Please provide a brief review of previous research that has taken place in the area/within the source community/on the material practices, and summarise the current state of knowledge
- **Endangerment**
Please provide details of the threat(s) that endanger these material practices and knowledge systems
- **Museum work**
Please indicate which museum collections you will work with, what contact you have had with the custodians, and the relevance of your proposed work to a renewed understanding of the collection(s)
- **Project Goals**
Please provide details of the specific goals of the proposed work
- **Significance of the work to scholarship/knowledge**
Please explain the significance and importance of this work to scholarship and the advancement of knowledge. Please focus on the contribution to larger debates and the development of ideas, NOT on how this knowledge is endangered (this is covered by the earlier question)

Methods and Plan of Work

In this section please provide details of the methods and timeline of work. This includes a summary of your prior experience in this area/field and your/your collaborator's linguistic competence in relevant languages.

- **Fieldwork Plan**
Please provide a detailed outline of your planned fieldwork and methods, and include a timeline of the proposed work. This should include a description of data collection format (e.g. interviews, participant observation) and motivation for this particular approach. Please also indicate roles of different team members in this plan.
- **Documentation Plan**
In this section please provide your digital recording and documentation plans, including which formats you will use, when and why. This should include an outline of plans for post-data collection editing and formatting of digital assets ready for final upload to the EMKP repository. It is the responsibility of the grantee's to select and edit the assets, and applicants are strongly advised to allocated sufficient time to complete this work.

Please also complete the digital asset summary table estimating the total volume of digital assets you expect to generate for the EMKP repository. Please contact EMKP if you require further information and/or assistance generating this.

- **Workplan**

Please provide a workplan for the duration of the project indicating timelines for different activities and who is involved

- **Permits/Permission**

Please describe what permits/permission that will be required to do this work (e.g. research permits from national government, consent from community leadership) and state your plans to secure these (if you do not already hold them)

Budget

Please complete the budget table listing all your costs on an annual basis in Pounds Sterling. This includes space for description of the cost as well as motivation where necessary.

References

Please provide email contact information for your referee's. They will be contacted separately as asked to provide a reference. Please ensure you have secured their agreement and permission before submitting their names/contact details. Small grant applicants need to provide 2 referees and large grant applicants 3 referees

Submission

You can save the application as you work by pressing the 'save' button at the bottom of the form. When you are ready to submit, you must press the 'Apply' button.