

PARLIAMENTS AND PEOPLE PROGRAMME (P4P)

Small Grants - Information Pack for Applicants

1. What is the Parliaments and People Programme?

The goal of this project is to create opportunities for scholars and artists in Myanmar and Ethiopia to undertake research on the relationship between Parliaments, elected politicians and people in society.

National researchers, artists and cultural and creative industries will be given support and opportunities to undertake high quality research on the links between Parliaments and People. We will offer to scholars and artists: training; small, medium and large grants; mentoring in research methods and dissemination; facilitation of learning between grantees; support in advocacy; research events; and opportunities for multi-disciplinary co-operation within the research network.

This programme is funded by the Arts and Humanities Research Council and Global Challenges Research Fund and co-ordinated by SOAS in collaboration with Enlightened Myanmar Research Foundation, Forum for Social Studies, Hansard Society, Jawaharlal Nehru University, and Leeds University. It will end on 30 September 2020.

If you have any questions about the network or the grant making then please email us at grnpp@soas.ac.uk or contact our partners EMReF (Myanmar) or FSS (Ethiopia).

2. Grant-making schemes

We have three funding schemes:

- Small grants £1,000-5,000
- Medium grants £5,000-30,000
- Large grants £30,000-100,000

This pack has details about the small grants scheme. Additional information specific to the other schemes is available on our website <http://parliaments4people.com>

3. Eligibility and rules for applying for small grants

The main applicant for a grant must consider either Ethiopia or Myanmar to be both their place of residence and their home country. We will give preference to those who generally get less access to funding opportunities. You may also include up to three co-applicants from Bangladesh, Eritrea, Ethiopia, Myanmar, Somaliland, Somalia, South Sudan or Sudan.

The applicants may be researchers in the broadest sense of the term – people who wish to undertake an inquiry or exploration through any method (e.g., ethnography, literature review, discussion, film, theatre, art, interviews, conversation, observation etc.). Scholars, artists or cultural and creative

industries may apply. Any discipline is eligible to apply, but the team must have at least someone who is either working within an arts or humanities discipline or working as an artist or in the cultural / creative sector.

We prefer you to apply through a host organisation (e.g., an NGO, university, research institute, community group, social enterprise, arts or cultural organisation, etc.), even if as a temporary associate. Please contact us at grnpp@soas.ac.uk if this poses difficulties or if you have any questions about affiliating with a host organisation.

All applicants should be prepared to sign a statement supporting universal human rights. Any hate speech or action by applicants that undermine human rights in the past or during the grant will make them ineligible.

A small grant may last for between three months and two years. It may be used for any research related activity; as examples: pilot project, consultation/needs assessment; developing a larger project; fieldwork; making a film/media programme/app; evaluation of a governance programme; attending a conference; or holding a course or workshop about research. You are encouraged to include costs for supporting your project through training, mentoring or guidance.

You may apply for as many grants as you wish but you may only hold one grant at a time. We strongly encourage people to apply for a small grant in the first instance and then, if interested, for a medium or large grant only once the small project has been completed.

These activities are not eligible for a grant:

- Activities that contain no element of new research
- Fees for individuals to undertake university undergraduate or postgraduate courses
- Proselytization or activities promoting particular religious beliefs
- Any activities that undermine the goal of human rights for all

4. Research themes

The content of your proposal needs to contribute to our understanding of the relationship between Parliaments, elected politicians and people in society. 'People' can be, as examples, constituents, civil society, community groups, movements, private sector, media, bloggers, displaced people, or children. Those who embed gender, class, age and ethnicity into their proposals are more likely to be successful.

We ask you to address one or more of our research themes:

1. **Culture of representation:** How do cultural ideas about effective representation, gender equality and public engagement emerge for elected politicians and citizens within specific cultures and histories? What are citizens' (or non-citizens) and CSOs' attitudes to Parliaments (national and regional) and politicians, what difference does gender and sexuality make, and how are attitudes changing? What conversations take place between them and how are they gendered through language, performance and ritual? How and why does trust increase or decrease between politicians and people? What is the potential for combining representative and participatory democracy, what incentives can be created and what change is desired and realistic?

2. **History of exclusion and instability:** In what circumstances has representation historically contributed to gender equality, the promotion the rights of excluded groups, as well as stronger trust, peace and stability? Do women and men imagine the political future differently and how is this shaped by their histories? What role does masculinity have in political performance, violence and interaction? How do inequalities, rituals, language, self-confidence and claims of authority include or exclude people?
3. **Imagining deeper democracy through media and the arts:** How can Parliaments (national and regional) respond to people, improve outreach and enhance the relationships between politicians and the public? How can decentralization and the power dynamics between national and regional legislatures work more effectively? How can arts, media, social media, theatre or other creative activities influence politics and deepen democracy? How can we measure these changes? What is unique to particular locations and what generalisation can be found across them?

5. Compiling your budget

Applications for grants of less than £5000 should include a simple breakdown of costs and an explanation of your budget requirements (please see the small grant application form). Any cost should be integral to the project and justified on the form.

Equipment should amount to no more than 25% of the total budget. If you are an organisation, you may include up to 10% cost for the administration of the grant but you need to stay within the limit of £5,000. If you intend to translate any of your research outputs, please include the cost of translation as part of your overall budget.

Your budget must be prepared in UK Pounds. When converting currency please use this website: <https://www.oanda.com/currency/converter/>

6. What makes a good small grant?

Your proposal will be assessed by our team and grant-making panel according to these criteria:

- The goals for the project and whether they can be realistically achieved
- Potential to contribute to the long-term deepening of democracy
- Alignment with our themes (see 4 above)
- Embedding of gender, class, age and ethnicity
- A clear and appropriate methodology for the research
- Centrality of arts, humanities or creative industries
- Strong capacity of the applicant(s) and/or plans for support for the project (e.g., through training, mentoring, or advice)
- Plans for communicating with others throughout the research to make the inquiry and its findings accessible (including a consideration of language) through appropriate outputs
- Mix of creative and scholarly outputs

- Potential for creativity and/or influence over the world of arts, politics or (even better) both
- Serious attention to ethical issues and risk assessment
- Good value for money

7. Completing the application

Read this information pack carefully before completing and submitting your application. Your application will consist of four documents:

1. A completed application form. This should be written in English and must not exceed 8 pages excluding CVs (Times New Roman, 12 font, margins of 2.5 cm). The application form must be signed by the main applicant, a representative of the host organisation (and the research office if your host is a university)
2. CVs (2 pages maximum) for the Main Applicant and any additional applicants
3. A statement of support from your host organisation including an evaluation of the proposal's objectives, methods and communications, and confirmation of the budget
4. A reference from someone familiar with the work of the Main Applicant. This must be submitted separately to p4p@soas.ac.uk before the application can be considered. Please inform your referee that we do not accept generic references

Send the completed and signed application form plus supporting documents by email to:
p4p@soas.ac.uk.

8. Checklist for applicants

- Read the guidance notes carefully to ensure that your proposal is eligible for an P4P grant and that you have completed the application form correctly
- Contact your referee early to ensure they can give a reference. Inform your referee that they will have to complete a reference and then ask them to email it to p4p@soas.ac.uk
- Check the documents for formatting and completeness (incomplete applications will not be considered)
- Make sure you have included a statement of support from your host organisation
- Print the completed application and get it signed by the representative of the host organisation who provided the statement of support (plus the research office if your host is a university)
- Sign the application yourself and email the signed copy of the application form to p4p@soas.ac.uk
- Ensure that the referee has submitted their reference as we are not able to assess an application without it
- If you have any questions then email us at grnpp@soas.ac.uk