BAM Grant Schemes and Collaborative Research Awards

Guidance for Applicants 2021

SECTION 1: GENERAL GUIDANCE

Introduction

The British Academy of Management (BAM) together with the Australian and New Zealand Academy of Management (ANZAM), Irish Academy of Management (IAM) and Società Italiana di Management (SIMA) are pleased to announce the launch of the 2021 grant schemes.

These schemes are part of BAM's mission to build a thriving, pluralistic research community by supporting relevant, ethical and innovative management and business research.

- BAM Transitions 1 Research Grant (maximum £4,000 per project for up to 3 projects) for early career researchers

- BAM Transitions 2 Research Grant (maximum £4,000 per project for up to 3 projects) for established researchers

- BAM Management Knowledge and Education (MKE) Award (maximum £4,000 per project for up to 3 projects)

- BAM/ANZAM Collaborative Research Award (maximum £6,000 for 1 project)

- BAM/IAM Collaborative Research Award (maximum £4,000 for 1 project)

- BAM/SIMA Collaborative Research Award (maximum £4,000 for 1 project)

ABOUT THE SCHEMES:

BAM Transitions 1 Research Grant Scheme

This Scheme is aimed at BAM members who are early in their career, who hold a PhD, and who wish to develop an empirical research project that advances business and management scholarship and improves their research capacities. Proposals may be related to any subject area within the Academy's intellectual remit.

The Principal Investigator must have been awarded their PhD less than 5 years before the deadline for applications. Co-Investigators are welcomed, and if they do not fit the early career definition, the application must clearly explain their role in the work and in developing the skills of the Principal Investigator. Principal and Co-Investigators do not have to be based in the UK.

BAM Transitions 2 Research Grant Scheme

This Scheme is aimed at BAM members who are experienced researchers and who wish to develop an empirical research project that advances business and management scholarship

and develops their research capacities in an empirical or intellectual domain. Proposals may be related to any subject area within the Academy's intellectual remit.

The Principal Investigator must have been awarded their PhD more than 5 years before the deadline for applications. Principal and Co-Investigators do not have to be based in the UK.

BAM Management Knowledge and Education (MKE) Award

This Scheme is aimed at BAM members who want to propose a research project that informs scholarly debate around management knowledge and education. Research projects should contribute to theoretical and philosophical understandings that inform the practice of management educators. Potential themes include: management learning and teaching, pedagogy, andragogy, leadership development or the generation and circulation of management knowledge and knowing. Priority will be given to proposals that advance BAM's strategic objectives with regards to MKE.

This scheme is open to all BAM Members regardless of when they were awarded their PhD. Principal and Co-Investigators do not have to be based in the UK.

BAM / Australian and New Zealand Academy of Management (ANZAM) Collaborative Research Award

This scheme gives priority for the development of BAM/ANZAM members who are at an early stage in their careers, defined by being less than 5 years after completing their PhD at the date of closing of applications. More experienced researchers are welcome to apply, but they must clearly explain their role in the work and in developing the skills of early career researchers. Priority will be given to proposals with clear and effective publication, dissemination and impact plans.

At least one investigator must be employed at an academic institution in either Australia or New Zealand and another investigator must be employed at an academic institution in the UK to ensure collaborative research between the two regions.

BAM / Irish Academy of Management (IAM) Collaborative Research Award

This scheme is aimed at supporting and advancing international research collaborations between management researchers in the Republic of Ireland and the UK. It seeks to support the development of BAM and IAM members who are at an early stage in their careers. Established researchers are also eligible to apply. The scheme is open to all IAM and BAM Members; non-members wishing to apply to the scheme can join either IAM or BAM as appropriate.

At least one investigator must be employed at an academic institution in the Republic of Ireland and another investigator must be employed at an academic institution in the UK to ensure collaborative research between the two countries.

BAM / Società Italiana di Management (SIMA) Collaborative Research Award

This scheme is aimed at supporting and advancing international research collaborations between management researchers in Italy and the UK. It seeks to support the development of BAM and SIMA members who are at an early stage in their careers. Established researchers are also eligible to apply. The scheme is open to all SIMA and BAM Members; non-members wishing to apply to the scheme can join either SIMA or BAM as appropriate.

At least one investigator must be employed at an academic institution in Italy and another investigator must be employed at an academic institution in the UK to ensure collaborative research between the two countries.

Important information before starting an application

- The deadline for applications to be submitted via the BAM Grants Platform is Wednesday 6th October 2021 at 17:00 BST / 18:00 CEST. The earliest project start date is 1st April 2022 and projects are expected to be between 12 and 18 months in duration.

- Applicants must ensure that they have read this guidance document and the separate Grant Terms and Conditions document before applying to this Scheme. A separate Frequently Asked Questions document is available on the BAM grants web page at https://www.bam.ac.uk/grants/bam-grant-schemes.html

- For BAM grants: the Principal Investigator, and all Co-Investigators who are based in management or business schools, must have an up-to-date membership with the British Academy of Management at the point of applying. Non-members wishing to apply to the scheme can become members before applying. More information is available at https://www.bam.ac.uk/membership/membership-benefits.html

- For Collaborative Research Awards: the Principal Investigator and Co-Investigators based in Australia, New Zealand, Ireland or Italy must be current members of their respective Academy and maintain valid membership for the duration of the project.

- For BAM Grants: Proposals should demonstrate alignment with one or more **BAM Special Interest Group** (https://www.bam.ac.uk/bam-community/special-interest-groups.html) and with the Academy's **Mission and one or more of its Strategic Objectives** (https://www.bam.ac.uk/about-bam/strategy-2024.html).

- For Collaborative Research Awards: proposals for the collaborative research awards with ANZAM, IAM and SIMA should also demonstrate alignment with the mission and one more of the strategic objectives of the relevant Academy.

- For all schemes: Proposals are equally welcomed from established subject areas and newly emerging domains. Priority will be given to proposals with clear and effective publication, dissemination and impact plans; and that enhance early career research skill development.

- Individuals may **apply to only one** of the above six schemes in any one application round, whether as Principal Investigator or Co-Investigator.

- Current and incoming members of BAM, ANZAM, IAM or SIMA Councils or Management Boards are not eligible to apply whether as Principal Investigator or Co-Investigator.

- Previously unsuccessful applicants may not submit an application that is substantially the same as any previously submitted applications. Proposals should be substantially different in terms of project concepts, proposed methodology and fundamental research questions.

- Previous holders of a BAM grant or Collaborative Research Award wishing to apply to one of the schemes must have completed their previous project at least 2 years (24 months) before the deadline for the current round of schemes. They must also have satisfactorily submitted any end of grant reports and supporting financial evidence.

- Applications submitted by the deadline will go through an administrative and academic desk reject process at which point incomplete or academically insufficient proposals will be rejected before the peer review process begins.

Summary requirements for successful grant holders

Successful Grant Holder(s) are required to fulfil the following key conditions upon being awarded a grant:

- For BAM grants: the Principal Investigator and all Co-Investigators who are based in a business or management school must be a member of the British Academy of Management and maintain valid membership for the duration of the project.
- For Collaborative Research Awards: the Principal Investigator and Co-Investigators based in Australia, New Zealand, Ireland or Italy must be members of their respective Academy and maintain valid membership for the duration of the project; the Principal Investigator and Co-Investigators based in the UK must be members of BAM and maintain valid membership for the duration of the project.
- The lead institution is responsible for monitoring the conduct of the award and ensuring that ethical standards are met. In cases where the research is not completed or ethical standards are not met, recipient organisations will not be eligible for any future funding through this grants scheme.
- The Principal Investigator must submit a 6-monthly 'Interim Project and Financial Report' using a template provided by the Academy. This is to ensure that the project is proceeding as planned and to update the Academy regarding how much of the funding has been spent or committed.
- The Principal Investigator must submit an 'End of Grant Project and Financial Report' of no more than 1,000 words using a template provided by the Academy within one month of the completion of the project. Lists of transactions under each of the key budget headings included in the application will be required together with supporting financial evidence will be required.
- For BAM grants: present at least one full paper on the research outcomes at the BAM Annual Conference during the life of the project or at the next possible conference following completion of the project. Failure to present at a BAM Conference will result in the funds needing to be returned to BAM. Costs for attendance at the conference cannot be claimed against the grant.
  For Collaborative Research Awards: papers can be presented either at the BAM Annual Conference or the relevant ANZAM, IAM or SIMA annual conference. Costs for attendance at the conference cannot be claimed against the grant.
- The Principal Investigator and all Co-Investigators must acknowledge BAM and ANZAM, IAM or SIMA's support for the project in any publication (written or electronic) that arises as a direct result of the project, including the BAM grant reference number.
- Grant holders must respond to requests from BAM for updates on publications and other project related outcomes and impact after the end of the grant. Projects will be allocated an individual project summary page which will include general

information about the project, an abstract, and any publicly available findings specifically from the project including copies of, or links to, openly accessible versions of any publication arising from the research.

How to submit your application

Applications must be submitted electronically via the BAM Grant Schemes application portal at https://bam.grantplatform.com/. You can register on the grants portal at any time. The online application form is available from **Wednesday 30ᵗʰ June 2021.**

The Deadline to submit your application is 17.00 [BST] / 18.00 [CEST] on Wednesday 6ᵗʰ October 2021. Applications will strictly not be accepted after the deadline, so it is recommended that you start your application in the grants portal well in advance of the deadline and submit your application before the day of the deadline.

It is recommended that you draft your application in a separate Word document using the Application Form Questions for Reference template available at https://www.bam.ac.uk/grants/bam-grant-schemes.html before inputting your answers into the grant portal.

Please note that there is no requirement to anonymise your application. Please include PI and Co-I names and institutions when drafting your application.

Application requirements

In addition to completion of the online application form, the following attachments are required for applications to the scheme. If any attachment which is required is not attached to an application, it will be rejected at the initial administrative review stage.

Essential attachments for administrative and academic checks:

The following documents are all required to be uploaded to the grant portal.

Curriculum Vitae (for Principal and each Co-Investigator) - Maximum 2 pages per person, Arial or other standard san-serif type font, size 11pt, single spaced and standard (2cm) margins)

Institutional letter of support from your Head of Department/School – The Principal Investigator must obtain a letter from their Head of Department/School confirming the support of their university to conduct the research. This statement must confirm that the host institution will use the grant solely for the purpose of the project and that Applicants are to receive the full grant awarded. It must also include a commitment to support the mandatory attendance at the BAM Annual Conference, or ANZAM, IAM, or SIMA Annual Conferences in the case of Collaborative Research Awards, where the project will be presented, over and above standard conference support.

Supporting letter from your Research Office or Administrative Authority – The Principal Investigator must provide a letter from the host institution's Research Office or Administrative Authority confirming the proposal has been checked, the proposal is in line with this general and financial guidance, and the terms and conditions are accepted.

Review criteria

Applications will go through an administrative and academic desk reject process. Any incomplete applications, or applications that are not sufficiently developed will be rejected at this stage.

Complete and developed applications will be anonymously peer-reviewed against the following criteria:

Quality of the project
1. *Knowledge of the field including literatures relevant to the project.*
2. *Quality and originality of the methodology, research design and methods.*
3. *Viability of the project and the project workplan.*
4. *Potential of the project to contribute to the field (i.e. conceptual originality and relevance to the wider management and business community)*
5. *Ethical implications of the project appropriately investigated and consideration of any ethical implications of the project.*

Engagement with the BAM (and ANZAM, IAM or SIMA) communities
1. *The extent to which the project fits with the Grant Scheme remit.*
2. *The extent to which the project relates either to one or more BAM Special Interest Groups or the BAM Management Knowledge and Education group*
3. *The extent to which the project is aligned with BAM's Mission and one or more of BAM's Strategic Objectives. For Collaborative Research Awards, the extent to which the project is aligned with ANZAM/IAM/SIMA's Mission and Strategic Objectives*

Publication, dissemination and impact plans and value for money
1. *The project publication and dissemination plan is ambitious, specific and aligned with the Grant Scheme remit*
2. *The project impact and engagement plan is ambitious, specific and aligned with the Grant Scheme remit*
3. *The project offers value for money and the proposed outcomes justify the funding requested*

Subject area keywords

You must select a minimum of two and a maximum of five subject areas from the list below for your proposed research project.

- Corporate Governance
- Cultural and Creative Industries
- e-Business and e-Government
- Entrepreneurship
- Financial Management
- Gender in Management
- Human Resource Management
- Identity
- Innovation
- Inter-organizational Collaboration: partnerships, alliances and networks
- International Business and International Management
- Inter-Organisational Collaboration: Partnerships, Alliances and Networks
- Knowledge and Learning
- Leadership and Leadership Development
- Management and Business History
- Management Knowledge and Education
- Marketing and Retail
- Operations, Logistics and Supply Chain Management
- Organisational Psychology
- Organisational Transformation, Change and Development
- Performance Management
- Public Management and Governance
- Research Methodology
- Strategy
- Sustainable and Responsible Business

SECTION 2: FINANCIAL GUIDANCE

BAM, together with ANZAM, IAM and SIMA in the case of Collaborative Research Awards, will evaluate applications that are submitted under the six Schemes based on the following financial principles and specific funding criteria.

1. BAM is committed to funding up to three grants for each of the Transitions 1, Transitions 2 and MKE Schemes, dependent on the quality of submissions received, to a maximum value of £4,000 per application.
2. BAM, together with ANZAM, IAM and SIMA are committed to funding up to one grant for each Collaborative Research Award dependent on the quality of submissions received. BAM/IAM and BAM/SIMA funding is up to a maximum value of £4,000 per application. BAM/ANZAM funding is up to a maximum value of £6,000 per application.
3. The Grant cannot support full economic costing of projects in relation to staff costs, including both salaries and overheads, given BAM's position as a Registered Charity.
4. The Grant will be contracted between BAM and the Principal Investigator's Research Office.
5. The Principal Investigator's organisation will need to issue an invoice to the BAM Grants Administrator to claim the grant.
6. The Grant holder(s) must not commit any expenditure prior to the contract being issued and the period of grant having commenced. All expenditure must have taken place within the dates of the project and been accounted for within two months of the project end date.
7. The host organisation must agree not to use the grant for other purposes than funding of the project. Applicants are to receive the full grant being awarded. This agreement must be included with the application.
8. The Principal Investigator must include a letter from their Research Office confirming the application terms and conditions and financial guidelines have been read and accepted.
9. The host organisation must include a commitment to support attendance at the British Academy of Management Annual Conference where the project will be presented over and above standard conference support. This agreement must be included with the application. For Collaborative Research Awards, the commitment can be to present either at the BAM Annual Conference, or the ANZAM, IAM or SIMA Annual Conference.
10. Priority will be given to applications that demonstrate value for money and financial clarity.

<u>Eligibility of costs under the Grant Scheme</u>
Please note, the following items are costs that ***will not be covered*** under the Grant Schemes:
- Salaries of existing staff
- Tuition or other fees
- Hardware and computer purchase

The following items are indicative of costs that ***<u>are covered</u>*** under the Grant Schemes:

Accommodation, Travel and Subsistence

Applicants should provide estimates of, and justification for all accommodation, travel and other subsistence costs directly relating to the project.

- **Accommodation:** Applicants should obtain reasonably priced hotel accommodation in accordance with their own institution's travel and subsistence policy.
- **Travel: Applicants should book** early and take advantage of cheaper advance tickets, where possible, and be by the most economical means of transport. The Academy expects that travel will be at the lowest available fare, which should normally be economy/standard travel.
- **Conference attendance:** The Academy may, in certain circumstances, consider expenses relating to a *single* conference attendance if <u>the theme and subject of the conference is of direct and particular relevance to the project and there are no other sources of funding available to the applicant.</u> This does not replace the requirement to present a full paper at an annual BAM Conference.

Transcription/data input/translation/research assistance/other external services

Assistance in transcription, data input, translation, research assistance or other external services may be funded from the grant if the following conditions are met:

- The costing must be based on a quote from an official source, such as a professional transcription service that is used by the host organisation.
- The application must include details of how the estimated number of hours has been calculated.

Consumables:

The following items ***may be covered*** under the Grant Schemes if sufficient justification is provided:

- Stationery
- Computing consumables (e.g. USB data sticks, CDs), equipment rental charges and software fees or purchases specifically required for the project
- Specialist publications that cannot be obtained through the applicant's institution

  Exceptional items
- Subject/interviewee incentives
- Cost of microfiche records
- Specialist reprographic services
- Copyright permission fees