**The Shackleton Scholarship Fund**

**Academic Application Form**

**THE DEADLINE FOR APPLICATION IS 31ST MARCH EACH YEAR**

# Project Title (25 words max)

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# Project Applicant

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| --- | --- |
| **Name:** |  |
| **Organisation:** |  |
| **Address:** |  |
| **Email:** |  |

# Co-investigators/Collaborators (if relevant)

|  |  |
| --- | --- |
| **Name:** |  |
| **Organisation:** |  |
| **Address:** |  |
| **Email:** |  |
|  |  |
| **Name:** |  |
| **Organisation:** |  |
| **Address:** |  |
| **Email:** |  |

# Falklands and/or South Georgia Contact

*Provide details of the person(s) in the Falklands or South Georgia you have contacted to discuss details of your project and who will provide on-the-ground support if required? Add more rows if required.*

|  |  |
| --- | --- |
| **Name:** |  |
| **Organisation:** |  |
| **Email:** |  |
| **Confirmation received that they are aware of/support the project (Y/N):** |  |
|  |  |
| **Name:** |  |
| **Organisation:** |  |
| **Email:** |  |
| **Confirmation received that they are aware of/support the project (Y/N):** |  |

# Project Summary (100 words max)

*Please provide a concise summary of the purpose, key activities and expected outcomes of your project. Note, if successful, this wording may be used by the Shackleton Scholarship Fund (SSF) in public communications – e.g. as a short description of the project on the SSF website. Therefore, please write this summary for a non-technical audience.*

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### 1. Project Scope

# Project Description and Objectives (500 words max)

*Please provide an overview of your project including a brief introduction, the objectives and intended outcomes of your project.*

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# Methodology (1000 words max)

*Describe the methods and approach you will use to achieve your intended objectives and outcomes. Include the rationale for the methods and approach used.*

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# Outputs (300 words max)

*Describe the specific outputs this project will deliver or contribute to. Where relevant, include details of any course or degree that this project will contribute to.*

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# Outcomes and benefits (300 words max)

*What are the long-term outcomes of this project and how will they benefit either the Falkland Islands, South Georgia and the South Sandwich Islands, or the wider South Atlantic region. How does your project meet/contribute to aspirations in either the current* [*Falkland Islands Plan*](https://www.fig.gov.fk/assembly/public-papers/literature/send/143-literature/2170-islands-plan-2018-2022)*[[1]](#footnote-1) or* [*South Georgia and South Sandwich Islands Strategy*](http://www.gov.gs/docsarchive/GSGSSI/Strategy/Final%20Published%20Strategy%20-%20PDF%20Version.pdf)*[[2]](#footnote-2)?*

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# Communication of Results (300 words max)

*How will the results of your project be communicated to people of the Falkland Islands/South Georgia and other relevant stakeholders or audiences?*

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### 2. Project Timeframe

# Project Dates

*Provide proposed start and end dates for the project.*

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| --- | --- |
| **Start:** | **End:** |

# Project Timeline

*Provide a timeline for key activities and critical milestones.*

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### 3. Project Team

*Provide the name of the applicant and, if relevant, that of any other people who will be involved with the project, their role and responsibilities for the project, and a brief description of their skills and experience.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Current Position** | **Role in Project** | **Relevant skills and experience**  **(100 words max)** |
| 1. |  |  |  |
| 2. |  |  |  |
| 3. |  |  |  |
| *Add more rows as required* |  |  |  |

### 4. Budget and Resources

*Estimate the financial resources required and the phasing of the resources over the project period. Indicate if funding will also be provided by other sources (financial or in-kind).* ***Please provide figures in Great British Pounds (£).***

# Budget Summary

|  |  |
| --- | --- |
| **Total Cost of Project (£):** |  |
| **Total Requested from SSF (£):** |  |

# Budget breakdown

*Provide a breakdown of your proposed budget - e.g. how much will be required for flights, accommodation, subsistence etc. Some examples are shown – please delete these and add your own. Add rows as required.*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item Description** | **Unit Cost (£)** | **Number of Units** | **Total (£)** | **Funding from other sources (£)** | **Funding Source** |
| *e.g. UK-Falklands return flight* | *1,600* | *1* | *1,600* |  |  |
| *e.g. Subsistence* | *25* | *14* | *350* | *500* | *University X* |
| *e.g. Sample jars* |  |  |  | *200* | *University X* |
|  |  |  |  |  |  |
| **TOTAL** |  |  |  |  |  |

# Other Resources

*If relevant, provide details on any other aspects related to resources required for this project.*

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### 5. Other Information

Have you previously been awarded an SSF grant? If so, in what year and what was the title of the project.

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Please provide any other relevant information you wish to include in order to support your application.

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### 6. Curriculum Vitae

*A CV for the Project Applicant must be provided with the application at the time of submission. CVs to be 2-page maximum in length.*

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| Confirmation that CV will be provided at time of submission (Y/N). |  |

### 7. Referees

*Please provide details and submit Letters of Support from at least two academic or professional referees.*

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| --- | --- |
| **Referee 1** |  |
| Name |  |
| Position: |  |
| Organisation: |  |
| Email: |  |
| How long have you known this referee? |  |
| What is their professional relationship to you? |  |
| Confirmation that Letter of Support will be provided at time of submission (Y/N). |  |
|  |  |
| **Referee 2** |  |
| Name: |  |
| Position: |  |
| Organisation: |  |
| Email: |  |
| How long have you known this referee? |  |
| What is their professional relationship to you? |  |
| Confirmation that Letter of Support has been provided at time of submission (Y/N). |  |

### 8. Application Submission

**Submission Deadline:** **31 March, 23:59 GMT -3 hours (i.e. local Falklands time).**

**Electronic copies and/or hard copies will be accepted.**

**Applications should be returned to:**

|  |  |  |
| --- | --- | --- |
| Andrew Moffat  44 Colgrove Road  Loughborough  LE11 3NN  United Kingdom  Email: [exec.sec@ukfit.org](mailto:exec.sec@ukfit.org) | **OR** | Megan Tierney  PO Box 609  Stanley  Falkland Islands  FIQQ 1ZZ  Email: [info@shackletonfund.com](mailto:info@shackletonfund.com) |

### Application Guidelines

Please see below for additional information on how to complete sections of the SSF Application form. Also included is some preliminary information regarding reporting obligations for successful applicants, and on Research Licences.

# Applicant Details

* The Scholarship is only available for the named individual (Project Applicant) and the project that they are working on. Co-investigators/collaborators can be listed on the application form if relevant.

# Falkland Islands/South Georgia Contact

* Applicants must indicate who they have contacted in the Falklands and/or South Georgia community to discuss the objectives and relevance of their project.
* Applicants must also indicate that they have received confirmation that this contact is aware of and/or supports the project.
* It is expected that this contact will assist the Scholar in preparation and execution of the project, where necessary.
* We encourage applicants to discuss projects with their contacts as early as possible. This is particularly important for applicants proposing projects to be conducted on South Georgia given the logistical challenges that need to be considered ahead of time.
* The contact can be a co-investigator/collaborator on the project.
* The contact can be one of the referee’s who provides a Letter of Support for the project.

# Project Scope and Time Frame (Section 1 and 2)

* Please contact the SSF on [info@shackletonfund.com](mailto:info@shackletonfund.com) if you require assistance in completing any of the questions in these sections of the application form.

# Project Team (Section 3)

* Requested details of the named individual (Project Leader) must be provided in this section.
* Also include details of any other team members who may be involved in the project.

# Budget and Resources (Section 4)

* Please provide as detailed a breakdown of the budget as possible. Include details of any matched funding or in-kind support.
* **If requesting funds to cover airfares to/from the Falklands, please note:**
  + There are now three air routes to/from the Falklands:
    1. Military of Defence (MOD) ‘airbridge’ flight. Departs from RAF Brize Norton, UK on Sunday and Wednesday evenings, arriving at Mount Pleasant Airbase (MPA), Falkland Islands on Monday and Thursday afternoons, respectively.
    2. LATAM Chile, departing and arriving from Santiago to MPA on Saturdays.
    3. LATAM Brazil, departing and arriving from São Paulo to MPA on Wednesdays.
  + For budgeting purposes, if travelling on the MOD flight, SSF Scholars will be entitled to the Falkland Islands Resident Fare which is currently c. £1,600 return (UK-Falklands).
  + The LATAM flights from Chile or Brazil are comparable, however indicative costs should be obtained from the LATAM website (<https://www.latam.com/en_uk/>), or by contacting International Tours and Travels (ITT) in the Falkland Islands (<https://www.falklandislands.travel/index.php>).
  + There is no public transport system (i.e. trains, taxis) from MPA to Stanley but transfers can be booked in advanced. A return transfer is c. £40.
* **If requesting funds for internal travel and accommodation within the Falklands, please note:**
  + *Intra-island flights and ferries*: Costs of internal flights can be obtained from the Falkland Islands Government Air Service (FIGAS) (<https://www.fig.gov.fk/figas/>); and those for the inter-island ferry that runs between East and West Falklands can be obtained from Workboat Services (<http://www.workboat.co.fk/index.htm>).
  + *Hire cars*: Hire cars are available from a number of operators on the Falkland Islands (usually in the vicinity of c. £50 – £100 per day), but note they can not be used to travel on off-road tracks, and generally can not be taken to and used on West Falklands. Please keep this in mind when planning your proposal.
  + *Accommodation*: there is a small variety of hotels, Bed ‘n Breakfast, lodges and a YMCA available in Stanley and in Camp. Prices are variable but typically range from £35 – £250 pppn.
* **Telephone and internet access in the Falkland Islands**
  + Telephone and internet access is limited on the islands and can be costly. More information and prices can be obtained from SURE who is the only telecommunications provider on the Falkland Islands (<https://www.sure.co.fk/>).
* **If requesting funds to support travel and accommodation on South Georgia:**
  + Please contact the Government of South Georgia and South Sandwich Islands (GSGSSI) to obtain information on possible travel routes and accommodation costs (<http://www.gov.gs/information/contactus/>).

# Other Information (Section 5)

* Please contact the SSF on [info@shackletonfund.com](mailto:info@shackletonfund.com) if you require assistance in completing any of the questions in this section of the application form.

# CV and Referees (Sections 6 and 7)

* A 2-page (max) CV must be provided for the project applicant and is to be submitted together with the application form.
* Details of two professional referees must be included on the application form.
* Each referee must also provide a Letter of Support which is to be submitted together with the application form by the applicant.

# Application Submission (Section 8)

* The application form, CV and Letters of Support can be submitted to either or both of the contact addresses provided in Section 7 in electronic form and/or in hard copy form.
* The applications must be received by the SSF by 23:59 GMT -3h on 31 March.

# Reporting Obligations For Successful Applicants

* Please note that Scholars will be required to submit a post-visit report within 1-month of completing their visit.
* The report should outline the primary objectives, activities and outcomes of the project.
* The report will be published on the SSF website and components may be used in other SSF media releases/promotional material.

# Research Licence Requirements for Successful Applicants

* Please note that Scholars undertaking environmental projects on the Falkland Islands or on South Georgia will be required to apply for a Research Licence prior to the project taking place.
* The Research Licence also contains conditions about submission of metadata records and data in the respective national data catalogues.
* Further information can be obtained from the Falklands Islands Government (FIG; <https://www.fig.gov.fk/policy/environment/licences-permits>) and Government of South Georgia and South Sandwich Islands (GSGSSI; <http://www.gov.gs/science-2/science/>) websites.
* There may be fees associated with these licences.

1. The Falkland Islands Plan 2018-2022 can be downloaded from here: <https://www.fig.gov.fk/assembly/public-papers/literature/send/143-literature/2170-islands-plan-2018-2022> [↑](#footnote-ref-1)
2. The South Georgia and South Sandwich Islands Strategy 2016-2020 can be downloaded from here: <http://www.gov.gs/docsarchive/GSGSSI/Strategy/Final%20Published%20Strategy%20-%20PDF%20Version.pdf> [↑](#footnote-ref-2)