

## Je-S Guidance: AHRC Research Networking Scheme: GCRF Highlight Notice for Education in Conflict and Protracted Crises

### How to Submit an Application via Je-S

Applications should be submitted through the Research Councils' Joint Electronic Submission (Je-S) System (<https://je-s.rcuk.ac.uk/>). A separate call for this highlight notice will be available for applications in Je-S from Wednesday 14th March 2018 named "Research Networking Highlight for Education in Conflict and Protracted Crises 24 May 2018". In order to be considered under this highlight notice applications must be submitted by research organisations **before 1600hrs on 24th May 2018**. **Please ensure you do not submit to the standard networking scheme "Research Networking (open call)".**

Proposals relevant to this highlight notice can be submitted at any time up to **1600 hours on Thursday 24 May 2018** and will be processed on receipt. Early submission ahead of the end of the highlight is encouraged to avoid possible delays in processing if large numbers of applications are submitted close to the end of the highlight period.

To prepare a proposal form in Je-S:

- log-in to your account and choose 'Documents' from the menu
- Then select 'New Document',
- 'AHRC' as the Council,
- 'Standard Proposal' as the Document Type,
- 'Research Networking' as the Scheme,
- "Research Networking Highlight for Education in Conflict and Protracted Crises 24 May 2018" as the Call/Type/Mode
- and then 'Create Document'.

Je-S will then create a proposal form, displaying the relevant section headings. Using the 'Help' link at the top of each section will provide guidance relevant to that section of the form. Note that clicking 'submit document' on your proposal form in Je-S initially submits the proposal to your host organisation's administration, not to AHRC. Please remember to allow sufficient time for your organisation's submission process between submitting your proposal to them and the Call closing date.

## Application Process and Format

As this funding call is part of the Research Networking Scheme, the standard Networking Scheme rules apply, as detailed in Section 1.5 of the [AHRC Funding Guide](#).

### Je-S Accounts

Please note that all Co-Investigators must have Je-S accounts, these can take a number of days to set-up so where these need to be created please allow sufficient time before the deadline. This is particularly relevant for international Co-Investigators.

### Attachments

The following are a list of attachments that are permitted for this Call. Please see section 4 of the [AHRC Research Funding Guide](#) and [pages 7-9 of the call spec](#) for further guidance on the content of these documents:

Attachment	Requirement and page limits (sides of A4)
Case for Support	Compulsory – maximum 4 sides of A4
Curriculum Vitae	Compulsory – for the Principal Investigator and any Co-Investigators and named postdoctoral researchers – maximum 2 sides of A4 per CV
Publication Lists	Compulsory – for the Principal Investigator and any Co-Investigators and named postdoctoral researchers – maximum 2 sides of A4 per list
International Co-Investigators Head of Dept. Statement	Compulsory for International Co-Investigators – maximum 2 sides of A4
Justification of Resources	Compulsory – maximum 2 sides of A4
Pathways to Impact	Compulsory – maximum 2 sides of A4
Project Partner Letter of Support	Compulsory for each project partner that has been named on the Je-S form. A Project Partner is an organisation which contributes in cash or in kind but which is not requesting any money.  Maximum 2 sides of A4
ODA Compliance Statement	Compulsory – maximum 1 side of A4 (use attachment type Letter of Support)
Letter of Support	Optional- Maximum 2 sides of A4  Letter of support from collaborators in LMICs and/or development organisations can be helpful where these outline, from the

	<p>collaborators perspective, how the activities would address an educational / development need they have identified or has been identified in relevant LMICs local contexts and/or how they expect to benefit from collaboration with the network and/or why they believe the activities would be of benefit to communities learners in local conflict/ protracted crisis affected LMIC contexts.</p>
Visual Evidence	Optional – maximum 2 sides of A4

### Contact Us

For queries on using Je-S such as creating and submitting the application form or Je-S account creation, please contact the Je-S Helpdesk on 01793 444164 or [jeshelp@rcuk.ac.uk](mailto:jeshelp@rcuk.ac.uk) (available Monday to Friday 08:30 – 5:00).

For queries about this call such as eligible activities and costs or remit of the call please contact AHRC at [enquiries@ahrc.ac.uk](mailto:enquiries@ahrc.ac.uk) or telephone: 01793 416060 (available Monday to Friday 08:30-16:00)