**TRINITY COLLEGE DUBLIN, THE UNIVERSITY OF DUBLIN**

 **Faculty of Arts, Humanities and Social Sciences
*Trinity Research in Social Sciences (*TRiSS)**

**Call for Short Term Courses 2017/2018**

Trinity Research in Social Sciences (TRiSS) brings together researchers in the social sciences from across Trinity College Dublin. It provides a single identifying physical and intellectual location for social science research in Trinity connecting social science researchers across multiple schools for the purposes of collaboration. Full details on TRiSS can be found on [www.tcd.ie/triss](http://www.tcd.ie/triss)

TRiSS would like to invite research associates to submit proposals for seed funding for short-term courses and workshops in the social sciences. These courses can be aimed at academics, PhD students, professionals, policy makers, the general public etc and can range from a half day to 5 days in duration. These courses are an opportunity to promote the diversity of excellent research in the social sciences at Trinity and applications are welcomed from academics across all TRiSS disciplines.

Applicants are encouraged to identify an area of their teaching or research which may be suitable for a short course and to apply either as a sole facilitator or in collaboration with other academics from TCD or elsewhere. TRiSS has identified a demand in the Irish public sector for short courses in R programming, Cost-Benefit Analysis, Regulatory Impact Assessment, Public Sector Economics and Appraisal methods including multi-criteria analysis and applications are particularly welcomed in these areas (though not to the exclusion of any other topics). Courses aimed at the Irish public sector must be a minimum of 3 days in duration and must have a significant applied component.

Courses do not need to be held on consecutive days. For example, a 3-day course could be held over 3 Saturdays or one evening per week. All courses must be completed by December 2018.

This funding programme is being run with the support of the Faculty of Arts, Humanities and Social Sciences Strategic Fund.

*Details of TRiSS support*

Successful applications will receive the following (subject to the short course proceeding as planned):

* €425 per day of the course to be paid into a research account for the facilitator
* 70% of all profits generated by the course will be paid into a research account for the facilitator
* €300 in funding for advertising
* €15 per person per day for catering costs
* Travel and subsistence costs for external speakers (where justified)
* Administrative support to organise and run the course, including assistance with advertising, managing registration and payment, catering, room booking etc.

*Terms and conditions*

* Permanent members of the academic staff and full-time members of the academic staff who are on a contract of more than one year's duration are eligible to apply for awards.
* College charges a 10% overhead on all income and this will apply to any income raised in this course.
* TRiSS will charge a 20% overhead on profits from the course to cover the costs of administrative support

Proposals should use the application form overleaf and adhere strictly to the word count limits. Applications exceeding word limits will be considered incomplete and will not be reviewed.

Decisions on applications will be made by the TRiSS Steering Committee which consists of the Director of TRiSS and representatives of each of the constituent Schools and disciplines in TRiSS.

When considering applications the committee will be guided by the quality of detail provided in the application (30%), the relevance of the application to TRiSS and its constituent Schools (20%), evidence of demand for such a course and the potential for the workshop/course to generate an income stream in the future (30%) and budget justification (20%).

# Closing date: Application forms should be saved as a single pdf file (including any attachments) and submitted by email to TRISS@tcd.ie by 5pm on Tuesday 19th December. The applications will be considered by the review committee and applicants can expect to receive a decision by the second week of January.

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**Faculty of Arts, Humanities and Social Sciences**

**TRiSS Call for Short Term Courses**

# Application for Grant: Year: 2017-18

*(This form must be typed)*

|  |  |
| --- | --- |
| **Short Term Course/Workshop Name:** |  |
| **Total funding sought from TRiSS:** |  |
| **Total projected income from workshop:** |  |
|  |  |
| **Proposed Duration:** |  |
| **Proposed Dates:** |  |
| **Number of Participants:** |  |
| **Cost to Participants:** |  |
|  |  |
| **Primary Applicant’s Name:** |  |
| **Primary Applicant’s School:** |  |
| **Primary Applicant’s position:** |  |
| **Signature of Primary Applicant:** |  |
| **Signature of Applicant’s Head of School:** |  |
| **Date:** |  |
|  |  |
| ***Complete the following for any co-applicants*** |  |
| **Co-Applicant’s Name:** |  |
| **Co-Applicant’s School:** |  |
| **Co- Applicant’s position:** |  |
| **Signature of Co- Applicant:** |  |
| **Signature of Co-Applicant’s Head of School:** |  |
| **Date:** |  |
| **Brief description of short course/workshop (100 words max):** |

**Detailed description of short course/workshop** (Strictly max 1,200 words)

This should include

* Description of the course (aims, objectives, learning outcomes)
* Description of methods to be employed e.g. practical project, presentations, computer laboratory work
* A draft course/workshop outline e.g. day 1 outline, day 2 outline etc
* Suggested facilitators/instructors (the course should primarily be facilitated by academics, however, postgraduate students can be employed to assist with delivery).

**Expected Demand for short course/workshop** (Strictly max 600 words)

This should include

* The target audience for this course
* Details/evidence on demand for this course
* Strategy for recruiting participants for this course
* Expected attendance numbers

|  |  |
| --- | --- |
| **Cost to participants for attendance (insert amount)** | € |
| Please provide justification for this cost. For example, “these cost are based on a comparable course provided in institution X, see this link” or “Typical CPD courses such as this cost €30 per half day, for example …” (max 100 words):  |

|  |  |  |
| --- | --- | --- |
| **Budget item** E.g. Travel, catering, etc. | **Amount**€ | **Justification/Calculation**E.g. tea/coffee and sandwich lunch for one day workshop for 10 people at €15 per person |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Total | € |
| If you are requesting funding to cover the costs of including an external speaker on this course please justify why this person is required and what expertise they contribute that is not available in Trinity: |