

# BRITISH INSTITUTE FOR LIBYAN & NORTHERN AFRICAN STUDIES

Registered Charity no. 259262

www.bilnas.org

## APPLICATIONS FOR A TRAVEL GRANT

### Guidance Notes for Applicants

Travel Grants are for individual applicants making visits to the region, or to Northern African archives, to undertake self-contained projects or discrete elements of larger projects. Grants cover costs of travel and subsistence **up to £2,000** for PhD students, academics and researchers undertaking reconnaissance tours or smaller research projects in Northern Africa, encompassing all countries within the remit of BILNAS: Libya, Morocco, Algeria, Tunisia, Egypt, Niger, Mali, Chad, Sudan.

**BILNAS particularly welcomes applications to support research in its archives at the University of Leicester.** Applicants must be ordinarily resident in the UK, or registered for a degree at a UK university.

All applications should demonstrate that funds are sought for a clearly defined, discrete piece of research, which will have an identifiable output on completion of the BILNAS-funded component of the research.

#### Eligibility

PhD students, academics and researchers undertaking reconnaissance tours or smaller research projects in Northern Africa, who are ordinarily resident in the United Kingdom or registered for a doctoral degree at a UK university. To be 'ordinarily resident' in the UK you must show that you habitually and normally reside in the UK from choice and for a settled purpose, year after year. Anyone who has been awarded a BILNAS grant in the past, in any category, cannot reapply for any of the available grants for at least 1 year after the date of acceptance of the previous award. In order to ensure fairness, awards cannot be given to members of the BILNAS Council: should they wish to apply they must resign.

#### Referees

Applicants are required to supply the names and contact details of **ONE referee**, who should be asked to write directly to BILNAS with an assessment both of the value of the project and of the ability of the applicant to complete it successfully. In the case of PhD students, the supervisor should act as referee. For post-doctorate applicants, the referee should not be the applicant's PhD supervisor or a BILNAS Council member. N.B. It will be the applicant's responsibility to ensure that BILNAS receives these references by the application deadline: no application will be considered in their absence.

An application for a new grant from a recipient who has previously received a grant from BILNAS (formerly the Society for Libyan Studies) will not be considered unless the terms of the previous grant (submission of report and accounts) have been satisfactorily fulfilled.

#### Reporting and Terms

Any grant awarded must be accepted by **30 April 2026** and spent by **31 March 2027**. Travel grants are only awarded for a single year. In the case of unforeseen delays to the planned research, a formal request for extension should be made by **1 September 2026** at latest. A report on the expenditure of the grant money will be required by **30 April 2027**. Evidence of a publishable outcome should be presented within 24 months of award.

#### Application Formats

Applications should be submitted by email. Please complete the Travel Grant Form and submit to:

**Victoria Leitch, General Secretary, BILNAS**

**[gensec@bilnas.org](mailto:gensec@bilnas.org)**

### TRAVEL GRANT FORM

<b>Title of project:</b>	
<b>Abstract of project (150 words)</b>	

**Personal data**

<i>Surname of applicant:</i>			
<i>First name(s):</i>			
<i>Postal address:</i>			
<i>Email address:</i>			
<i>Telephone contact no(s).:</i>			
<i>Date of birth:</i>		<i>Nationality:</i>	
<i>If you are not of British nationality, please confirm that you are normally resident in the UK, or presently registered as a student at a UK University or are awaiting the outcome of</i>			
<i>Present position or occupation:</i>			
<i>Academic record (max. 500 words):</i>			
<i>Please list up to three selected relevant academic publications:</i>			

**Project details**

<i>Date, duration, and location of project:</i>	
<b>Outline of project (max. 300 words).</b> Clearly specify the research objectives of the proposed travel and details of the travel programme.	
<i>If your project involves travel outside the UK, what is the nature of your contacts with host institutions in the target country (e.g. with regard to necessary permissions)?</i>	

<i>Please confirm that you will follow the guidelines for ethical field research and health and safety (including a risk assessment) recommended by your academic institution.</i>	
<i>Have you use AI to write or to review parts of this application? Yes or no</i>	
<i>Proposal for publication (with timescale):</i>	
<i>Breakdown of estimated expenditure (including all costs up to the point of submitting a report for publication):</i>	
<i>Amount requested:</i>	
<i>Other bodies applied to (with amounts requested):</i>	

<i>Names and contact details of one referee:</i>	
<i>If you have previously received an award from BILNAS (formerly the Society for Libyan Studies), please indicate the project name and date:</i>	
<i>Please state briefly how you heard about this grant scheme:</i>	(e.g., familiar with Institute website; web search; departmental contact; other)
<i>Signature and date of application:</i>	