



# Botanical Society of Britain & Ireland

## BSBI Plant Study Grant - Details

### Aim

Plant Study Grants (PSGs) are awarded to promote study of the **British or Irish vascular or charophyte flora** by both undergraduate and postgraduate students. They are intended for undergraduates who wish to work on botanical projects and for self-funding postgraduate students to assist with their research costs for MScs or PhDs where alternative sources of funding are inadequate. PSGs are only given to individuals, not to organisations. The grant covers up to a maximum of £1000 in one year. It is anticipated that five awards will be given every year.

The BSBI Skills & Training Committee allocate grants based on the quality of the application. Applicants should demonstrate that they will be undertaking botanical research which will benefit their study and improve their botanical skills. Whilst we do not prioritise projects based on novelty or impact of the research question, applicants should provide a rationale for their research and the methods should be robust. Specific guidance for application is provided below.

### SECTION ONE – GUIDANCE AND HOW TO APPLY

It is anticipated that this grant will support a project that is part of a degree course (e.g. honours project, MSc, MRes, MPhil or PhD) although for undergraduates, we may fund projects that could be seen as increasing the botanical skill level of a student and/or contributing to the applicant's experience and employability. The grant can be used to cover travel and subsistence, i.e. food and accommodation costs whilst undertaking the project, and/or laboratory consumables and printing costs.

It is expected that wherever possible, the applicant's university will lend the equipment needed to undertake the project. If applicants need to purchase equipment that their university cannot provide, this should be made clear in the application letter (see below for further detail).

Applications for Plant Study Grants open on 1<sup>st</sup> December; the closing date to apply is 31<sup>st</sup> January and we will let you know by the end of February if you have been successful.

*How to apply.* Applicants must submit a letter of application by email to the Skills & Training Committee: [training@bsbi.org](mailto:training@bsbi.org). Please include the following information using the recommended subheadings (indicated in bold) to structure the application:

**Applicant details**

Name, address, contact details, BSBI membership (if applicable).

**Title**

The title of the project.

**Project summary**

A concise outline of the project including its aims and methods, location, schedule for undertaking the project and proposed completion date, permits or permissions required and project rationale describing the relevance to the British or Irish vascular or charophyte flora. This section should be no more than 500 words.

**Requested funds**

The total amount sought from the BSBI, with an itemised breakdown of projected spending – estimated costs are acceptable where actual costs are unavailable; please indicate which costs are estimates. Provide details of any other funding applied for (successful or otherwise) or funding for which the applicant intends to apply.

**Supporting institutions and individuals**

Details of supervisory support from applicant's university and other individuals if relevant e.g., BSBI Vice County Recorder. This should include a brief statement to confirm that risk assessments will take place in line with university requirements. If equipment or specialist facilities are required, a description of what is needed, and its availability should be included if applicable.

**Additional information**

Any additional information that may support your application to a maximum of 100 words.

**Curriculum vitae**

Brief curriculum vitae (qualifications, employment) including the final degree title, the modules undertaken to date (with marks where available) and the names of future modules to be taken.

**References**

Applications must be supported by two referees, at least one of whom should be the project supervisor or student mentor at applicant's institution.

This referee should verify that the proposal is part of a university project which conforms to institutional health and safety policies, and that the institution will provide facilities (bench space, library facilities etc.) during the period of the project. The academic referee should also confirm that the applicant is not in receipt of funds from other sources to support the research costs (or confirm the other funding declared, under requested funding).

Both referees are invited to comment on the commitment and capability of the applicant, and the merit of the project proposed.

The references should be submitted directly by email to the Skills & Training Committee: [training@bsbi.org](mailto:training@bsbi.org) including the words 'Plant Study Grant Reference – [insert applicant's name]' in the subject line.

### Other funding

Please let us know when applying if you have applied for funding from any other sources. Please note also that applicants may not apply for a BSBI Plant Study Grant and a BSBI Science & Research Grant for the same project or in the same year.

### SECTION TWO – IF YOU ARE SUCCESSFUL IN YOUR APPLICATION

Successful applicants will be expected to submit a report on the work undertaken, preferably in electronic format. This may be published on the BSBI News & Views blog: <https://bsbi.org/news-views>. Guidelines on how to do this will be sent to all successful applicants. The inclusion of relevant photographs, tables and figures in the report is encouraged.

The grant will be payable shortly before the study period or once consumable fees are due.

Other conditions, which may be deemed necessary, may be attached to the award of a grant.

Successful applicants are encouraged to present their work at a suitable conference (e.g. BSBI Recorders' Conference, Ecological Genetics Group annual conference etc.) and at BSBI's annual British & Irish Botanical Conference. The BSBI Skills & Training Committee will be happy to provide advice on suitable conferences.

Successful applicants are also encouraged to submit work for publication in *British & Irish Botany*, BSBI's scientific journal, *BSBI News* or another suitable journal. The *British & Irish Botany* Editorial Team is happy to provide extra guidance and support to anyone submitting to a scientific journal for the first time. Guidance can also be provided regarding other suitable journals.

Published papers, conference presentations, reports to other organisations etc., should include an acknowledgement of the support from the BSBI. While PSGs are given to an individual student who is responsible for completion of the report to the BSBI, there is no objection to any subsequent paper having co-authors.

### SECTION THREE – CLAIMING YOUR PLANT STUDY GRANT

I accept the above Plant Study Grant awarded by the BSBI and confirm that I have met all the requirements outlined in Sections Two and Three.

Signed .....

Dated .....

Bank account name:	
Bank account number:	
Bank sort code:	

**Once fully completed and signed, please return this form along with any supporting documentation to: [julie.etherington@bsbi.org](mailto:julie.etherington@bsbi.org) for payment**