

Urban Studies Foundation and Urban Studies Journal Seminar Series Competition

Further Particulars

Overview

Applicants should provide an application based on the proposal template document (hereafter *the proposal*) that is no more than 10 sides of A4 (and typed in no less than 12 font) which sets out the aims, purpose, audience and value-added of their proposed seminar or conference.

The proposal should identify the lead academic running the event. The proposal should be clearly international in breadth and should be in-scope in relation to the interests of the Urban Studies journal academic community (it should fit within the journal's relevant topics for submission of papers). The mission statement for the journal gives applicants a sense of the scope or domain of the journal's academic interests. It reads:

Urban Studies is the leading interdisciplinary journal for critical urban research and issues. Since it was first published in 1964 to provide an international forum for research into the fields of urban and regional studies, the Journal has expanded to encompass the increasing range of disciplines and approaches that have been brought to bear on urban and regional issues. Contents include original articles, notes and comments, and a comprehensive book review section. Original articles may include the occasional 'state of the art' article, consisting of an analytical review of the major strands of contemporary thinking in a given topic area, supported by an extended bibliography of the topic. Regular contributions are drawn from the fields of economics, planning, political science, statistics, geography, sociology, population studies and public administration. All articles are anonymously peer-reviewed.

Urban Studies deals with every kind of urban and regional issue throughout the world. These range from such subjects as urban housing, employment, race, politics and crime, to issues of regional development and transport.

We welcome proposals from academics working in any country and we expect the proposal to be international in its coverage and scope.

The proposal should include a literature review that links the proposal theme to current research debates of interest and should be referenced and should identify key speakers and their significance to the topic. This should be referenced fully but the references should be included in an appendix to the proposal. The likely audience, the format of the event and the role of other potential partners to the event should be clearly set out.

The proposal should also detail concrete and achievable publication plans that arise directly from the event. In separate appendices we expect there to be:

- An official letter of support from the host institution.
- The application should also include the contact details of two academic referees who can provide an independent view of the proposal (and are not key participants of the proposed seminar event(s)).

- References used in the proposal.

We expect the application to demonstrate the capacity of the host applicant to run the event successfully and to assume all remaining risks. We require the event to take place within 12-18 months of approval.

Event Type

Applicants must explain the precise nature of the event they will organise – we anticipate that this can encompass research seminars, colloquia, roundtables and conferences. If the event does not take one of these forms, we require the applicant to explain fully exactly what will transpire and why the specific alternative model is being chosen. We also do not restrict the proposal to one event only – multiple events will need to be fully justified in terms of proposal purpose and must all take place within 12 months of approval and must stay within the overall budget of £20,000. The short post-event report should also be completed within this timescale.

We expect the event to be new and independent of other seminar series or previous events and otherwise *not* to fund the continuation of existing programmes or events. We will expect the proposers to demonstrate that this is a new event and not the continuation of existing events or series.

Assessment

Adjudication of proposals will be carried out by a team of two managing editors and one editor of the journal. Their decision will be final. Selection will be based on multiple criteria:

- cost/value for money;
- academic quality of the proposal;
- meeting the proposal conditions;
- contribution to key contemporary areas of urban studies scholarship;
- potential for publication; and
- confidence in deliverability of the event.

We will announce the result of the competition within six weeks of the closing date.

Successful proposers from the previous year are barred from entering this year's competition (but can apply next year)

What will a good proposal look like?

Clearly, it will meet the criteria set out in this document but should do more to make it an exciting contribution to urban research at the international and leading edge of academic inquiry. The aim is to encourage research that is pioneering in its approach to broader urban agendas. The proposal should map out in no more than 2 or 3 sides what its intellectual or academic 'value-added' consists of and how the proposed speakers and themes contribute to the event's well-specified academic objectives. In other words:

- how does the proposal speak to contemporary academic developments in urban studies;
- how well does it fit with the journal's areas of inquiry;
- how credible is it in terms of its ability to meet its own objectives stated in the proposal;
- how innovative and original is the proposal in terms of the current state of the art of the relevant literature; and
- to what extent can the proposal if realised make a contribution at an international academic scale (e.g. publication in top international journals)?

The international dimension of the event can take many forms – comparative analysis; supranational investigation (e.g. globalisation); it may involve a range of international speakers, etc. We welcome proposals from all corners of the world but expect the conference to deliver English language academic outputs and that the initial proposal also should be in the English-language.

Funding

We expect to support reasonable travel and subsistence expenses, set up and running costs of events (room hire, secretarial support, consumables, a conference dinner and other valid conference seminar expenses, plus support for post-publication administration). We would seek to minimise the use of speaker fees and excessive institutional overhead recovery (i.e. the latter should be no more than 10% of the total budget). We will not fund direct staff costs of the academic proposers (including daily rates).

We recognise that support for participants/speakers in the global south, Central and Eastern Europe and for graduate students may be significant – and would consider these favourably. Equally we would expect any event to charge (at most) only minimal or nominal fees for attendees, given the level of support coming from the Foundation. The event should not be regarded as a money making enterprise for your establishment. We would also welcome co-funding and sponsorship of events (but this needs to be confirmed in writing and not just an assertion of support).

We reserve the right to reject or query elements of budgets contained in applications. Payment would be in two stages – 67% on approval and the balance after the submission of a report on the successful completion of the event and evidenced publication plans for the academic output from the event. The proposal's budget (i.e. the amount being sought from the Urban Studies Foundation) must not exceed £20,000 (and that would be inclusive of all local taxes and other hidden costs).

Publication

The crystallisation of the event through publication is critical to the successful proposal, since the Foundation's mission is to encourage urban research. There must be a credible, timely and well thought through post event publication strategy. We cannot require proposers to suggest a future special issue in Urban Studies but we would be receptive to any such proposal or indeed alternative plans in the form of books, special issues in peer-

reviewed journals or other meaningful and substantial academic dissemination plans. We expect this to be fully explored and with a feasible plan of action to be included in the proposal. We also expect this to be clarified and a concrete plan of action and timetable to publication to be included in the post-event report which triggers final payment.

Template for the Application

We expect the 10 page (maximum) application (in 12 font) to have the following elements:

1. Proposer and co-applicants contact details and host institution details with one single point of contact for the application (front sheet).
2. Two independent referees should also be identified who can comment on the quality of the proposal (relevant appendix).
3. A one page summary of the proposal - containing objectives, nature of the event, what it will cost, why it contributes to urban research, why the Foundation's funds add value, why it is good value for money and a clear summary of the post event publication strategy.
4. The main body of the proposal - containing aims and objectives, brief review of the topic area and how the proposal contributes to the theme, the nature of the event planned, outline of proposed targeted speakers and audience, publication strategy, timeline for critical events, budget summary discussion, and evidence that the proposal team can and will deliver on its proposal.
5. A detailed budget statement for costs being sought from the Foundation (and other costs if appropriate to explain the full budget of the proposal if funds being sought are only to meet part of the overall cost). This should be authorised by the host institution in the form of a letter of support in a separate appendix.. This will confirm the capacity to deliver the event, that the budget is appropriate and their confidence in the proposer to lead the event successfully and deliver the post event publication strategy.
6. An appendix for references used in the main body of the text (e.g. literature review along with other appendices noted above. These do not count in the 10 pages for the proposal)

Appendix

Last year's winning proposals:

Loretta Lees (King's College London) led a proposal entitled 'Towards an emerging geography of gentrification in the global south'. This involved two seminars, the first held in London and then four weeks later, the second in Santiago, Chile. Each event included a podcast and supported PhD students participation. The proposal involved a three part post-event publication strategy and a conference website.

Steven Sheppard (University of Minnesota) led a proposal entitled 'Urban revolutions in an age of global urbanism'. This event is in Jakarta, Indonesia and will be linked to a special issue proposal to Urban Studies and an edited book. The Urban Studies seminar series contributed around 50% of the total costs of the event.

Urban Studies Journal Limited

Seminar Series Competition

Application Form

Please send your completed application to
no later than 15th of June 2012

Project Leader details:

Lead Contact name:			
Correspondence Address:			
Email		Tel:	

Seminar Series Proposal:

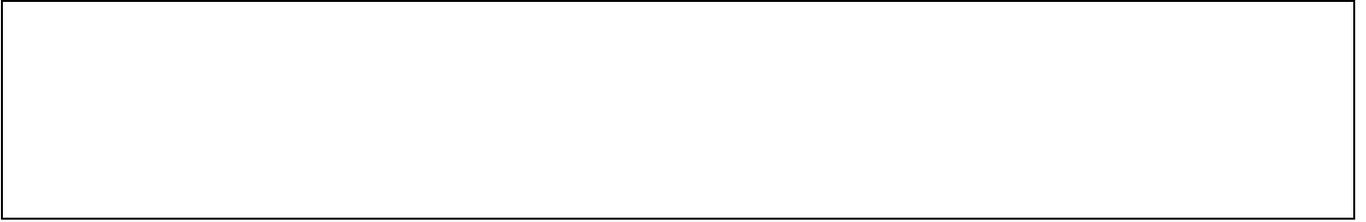
Title of proposal:			
Proposed Start Date:			
Duration of Seminar:			
Host Institution / Venue:			
Total amount of funding requested (in GBP):	£		

Letter of Support:

(Please note that a letter of support must be included with your application.)

Title:		Name:		
Contact address:				
Email:				

Where did you hear about the Seminar Series?



Please provide a draft budget (in GBP) listing main events, travel costs and additional items [please note that no more than 20% of the budget should be for institutional costs and payment should not be claimed for lead academic speakers]

Item	Details	Amount Requested £ (GBP)
Other Costs <i>(please specify)</i>		
Total Requested		

Please ensure you have included the following with your application:

Full details of the seminar series proposal. This should be no more than 10 A4 pages and should detail:

- how the proposal will speak to contemporary academic developments in urban studies;
- how well it fits with the journal's areas of inquiry;
- how credible it is in terms of its ability to meet its own objectives stated in the proposal;
- how innovative and original it is in terms of the current state of the art of the relevant literature; and
- to what extent the proposal if realised, can make a contribution at an international academic scale (e.g. publication in top international journals)?

Please also see the "Further Particulars" document for further guidance and ensure the following appendices are attached:

- Institutional letter of support
- 2 academic referees and their contact details
- substantive academic reference relating to / used in the proposal

