**Frequently Asked Questions**

**International Primatological Society Research Grant Applications**

*These are questions that may arise when preparing grant proposals for IPS Research Grants. We encourage you to review these FAQs before contacting us with follow ups.*

Q: Do I have to be a member of IPS to apply for an IPS Research Grant?

A: No, but we welcome you to become a member.

Q: Is there an age or degree limit for application for an IPS Research Grant?

A: No. We assess your background and/or job duties to determine whether you are qualified to carry out the planned research.

Q: Are there any limits on the nationality of applicants?

A: No, we accept applicants of all nationalities.

Q: Am I eligible if I am not affiliated with an institution?

A: Yes. We assess your background and/or job duties to determine whether you are qualified to carry out the planned research.

Q: I received an IPS Research Grant in the past. Am I eligible to apply again?

A: Yes, as long as you have fully complied with submitting reports about your previous project.

Q: If I am unsuccessful this year, can I re-submit my application for next year’s competition?

A: Yes, although you will likely want to make changes that update your references and other time-sensitive information in the proposal, and attend to any feedback received.

Q: Is there any preferred focus on target species or priority areas?

A: No, we fund the strongest proposals.

Q: How many grant applications are submitted each year and how many are awarded?

A: The IPS Research Committee typically receives about ~60 applications per year. We typically are able to award 5-10 grants each year.

Q: How are grant proposals reviewed – and will I receive feedback about the review?

A: The IPS Research Committee reviews the applications. Each proposal is evaluated by at least three readers, randomly chosen from the committee membership and without any conflict of interest. We provide brief, constructive feedback to all applicants based on these reviews.

Q: Where can I find information about successful applications?

A: The IPS research grant webpage includes links to several successful example proposals. In addition, progress or final reports of past winners routinely appear in the IPS Bulletin or online. (Online versions of past IPS Bulletins are available to IPS members. Please go to the IPS web site at: http://www.internationalprimatologicalsociety.org/ and click on the Member Login link.)

Q: What can the grant money be used for?

A: The funds can be used for research supplies, field supplies/equipment, paying field assistants, travel expenses, research fees, etc. It should be clear from your proposal that these items are necessary for your research. We tend not to fund salaries for researchers (you) and we do not provide funds for institutional overhead.

Q: My project is partially about research and partially about conservation. Can I apply for money from both the research and conservation funds?

A: As long as the fund requests are for different things, you may submit proposals to more than one competition. Bear in mind, however, that each IPS Committee funds the strongest proposals that matches its mandate. A conservation project that has only a minor aspect related to theoretically driven research is more suitable for submission to the Conservation Committee, whereas a theoretically driven research project that intersects with conservation topics is more likely to be successful if submitted to the Research Committee. *Think carefully about which fund is most appropriate for your topic.* If you have a project that genuinely crosses over between multiple funding competitions, you may submit a proposal to each. However, you cannot receive duplicate funds. Each submission must have a unique funding request.

Q: When will I be notified if my application is successful?

A: The deadline for receipt of applications is March 1. We hope to notify all applicants – successful or not – by early May.

Q: If I am awarded a grant, when can I receive the money?

A: If you are successful, funds should be available in May. You will need first to submit a grant contract, and we need to know that permits have been granted before you receive funds.

Q: I have finished most of my project. Can I get a grant that will pay for already completed work?

A: No. You cannot be reimbursed for money already spent. Funds are available only for *future* portions of your project.

Q: I have started my project already, but I’m applying for money to cover work that has yet to be completed. Is that OK?

A: Yes. As long as you are specifying *future* work that remains to be completed, you are eligible to apply for funds. Be careful to explain this fully in the proposal timeline.

Q: What are the fiscal reporting requirements for awardees?

A: Awardees provide progress reports (which can include details of how money was spent) to the VP for Research and the VP for Communication, as requested. There is a template (online) for final reports that are published in the IPS Bulletin or online.

Q: What happens if I cannot complete my project on time?

A: Contact the VP for Research and provide an update and explanation.

Q: Are there any limits on the duration of the project that I apply for?
A: No, there are no set limits, but you need to provide a time-line in the application.

Q: Can I change the size of the boxes on the application form?

A: No, please do not do this, it may disqualify your application. We set a length limit for the application and expect all applicants to adhere to it. Think carefully about how you can present your project in the amount of space you have.

Q: The space for references is very limited.

A: Cite only the most relevant work. Also, realize that you can use abbreviated references and that you don’t need to use a new line for each reference. You might consider the format of in-text citations and references used by journals like *Science* and *Nature.* Do not change the size of the box!

Q: My CV is too long to fit on one page, can I increase the size of the box?

A: No, please just include the most relevant aspects of your CV.

Q: Is the optional add-on concerning Conservation through Community Involvement (CCI) relevant to my project?

A: Please see the IPS guidelines on CCI here: http://www.internationalprimatologicalsociety.org/docs/guidelines\_conservation\_through\_community\_involvement.pdf

If you apply for CCI, there should be a clear relationship to the CCI and research components of your application.

Q: Do I need to send in a hard copy as well as the pdf?

A: No, just send the pdf by email to marina.cords@columbia.edu

Q: The deadline is on the website, but is there an opening date for submission?

A: No, there’s no opening date. We just hold your application until the deadline.