

## GRANT APPLICATION GUIDELINES

PAST invites applications for grants, bursaries, conferences and publications from researchers, educators and post-graduate students at African institutions in support of projects involving palaeo-anthropology, palaeontology, archaeology and cognate disciplines. Five categories of funding are available: a) Post-graduate degree support, b) Technical training and capacity support, c) Young African scientist development support, d) Research project support, and e) Conference and publication support. Deadlines for post-graduate degree support are 1 October and 1 June. Applications for the four other categories of support can be submitted at any time. PAST will notify applicants of its funding decision within approximately eight to ten weeks of submission.

Grants are made to the institution with whom the applicant is affiliated. Applicants from countries outside of Africa will be considered only for projects within Africa and with significant long-term association with a relevant African institution, including collaboration with Africa-based scientists. In addition, such applicants must provide reasons why their research is not supported by their own institutions. Applications for conferences and collaborations which will further PAST's pan-African strategy, through the Scatterlings of Africa project, will be considered. Applications from organisations with interests in the above-mentioned fields of origin sciences may also be considered. We also support scientific conferences, meetings and academic publications in these areas. Please be advised that non-African applicants for degree support will be considered but are not a high priority. Each application is considered individually and PAST does not enforce strict directives as each case has its own merit. Therefore, if you are unsure whether your application qualifies for consideration, please contact the CEO.

- Applications must be submitted together with the completed 'grant application form'.
- The main body of the proposal, limited to six pages, should state the research problem explicitly, justify its importance, and describe how the problem will be addressed. For students please also provide a brief statement on the manner in which the work covered by this proposal will contribute to the development or completion of your thesis research. Provide a research schedule, and a brief statement on the logistical and administrative (e.g., permits) feasibility of the work. Do not include photos or sketches unless crucial.
- Applications must be accompanied by a supporting letter from the African institution involved. For students, a supporting letter from the academic supervisor and/or the head of department is required.
- The applicant's curriculum vitae and publication list are also required, limited to three pages.

- Provide a **total project** budget, itemised, justified and limited to two pages, listing the status, source and amount requested/available from **all** other funding proposals (confirmed, pending, planned) for this work. Explain whether the project will be able to proceed if some or all of the additional pending and planned grants are not awarded. List in a separate column those budget items requested from PAST, providing a clear explanation of its necessity to your research. Do not request items that are not related directly to the completion of your project. You may be required to produce a full accounting of expenses, including original receipts, at any time. PAST will consider favorably those applicants who have applied for and/or received support from sources in addition to PAST.
- Provide a description of the education, technical training and/or public understanding and engagement component of the project, limited to one page. Applications incorporating such components will be prioritised.
- All correspondence relating to funding proposals should be sent via e-mail (in Microsoft Word or PDF format only) to [ann@pastafrica.co.za](mailto:ann@pastafrica.co.za).
- E-mailed applications must be sent as one file attachment. Please combine various documents required into one final document together with the Grant Applicant Form.
- The original document must also be mailed to the PAST postal address: PO Box 203, Parklands, 2121, Johannesburg, South Africa, or hand-delivered to the PAST office.
- It is the applicant's responsibility to check that PAST has received all necessary documents.
- Successful applicants will be required to submit a progress report and financial statement.

