



THE OXFORD RESEARCH CENTRE IN THE HUMANITIES

TORCH International Partnership Scheme notes for guidance

Aim of the scheme: this scheme aims to encourage and support collaborations between Oxford researchers in the humanities and international partners. Projects must be strategically shaped to support the wider research environment within the University.

Funds are typically for around **£2,000-3,000**, but projects will be considered for **up to £10,000** for larger cross-divisional submissions or where matching funding is available.

Oxford Applicants: principal applicants must be postholders holding a permanent research-based position. In the case of co-applicants, they do not need to meet the requirement of being a postholder.

Responsibilities of Oxford Applicants:

- Submit the application for the scheme;
- Communicate to the proposed International Partner(s) the outcome of the application;
- Maintain regular contact with the International Partner(s) and liaise with the TORCH International Officer to provide up-to-date information about the organisation of the collaborative activities proposed for the Partnership (including details of costs incurred, programmes of the planned events, bios of proposed speakers, etc.);
- Conduct the proposed activities or undertake approved alternatives in collaboration with the International Partner(s) indicated in the application;
- Complete a brief report after the end of the project.

Oxford Applicants are also warmly encouraged to write a blog post for the TORCH website, or write an article for The Conversation, about their experience with the organisation of a collaborative international project, or future developments or collaborations after the end of the fellowship.

International Partners: international partners can be researchers or groups of researchers from foreign academic institutions (regardless of their nationality); museums, theatres and other cultural institutions; artists and writers affiliated to international educational or cultural institutions. There need not be an already existing formal collaboration between the University of Oxford and the proposed International Partners.

Throughout the planning and duration of the project, Oxford Applicants and International Partners will be supported by the TORCH International Officer.

Responsibilities of the TORCH International Officer:

- Liaise with potential Oxford Applicants and International Partners to answer queries about the scheme and the application process;
- Communicate the outcome of the application to the Oxford Applicant(s) for onward transmission to the International Partner(s);
- Liaise with Oxford Applicant(s) and International Partner(s) to organise the proposed activities for the Partnership (e.g. provide advice about accommodation and travel, administer the bursary; help with room bookings and catering, filming and photography; contact potential speakers for event; print promotional material, etc.);
- Upload information about the Partnership's activities on the TORCH website and advertise them on the TORCH social media and other appropriate fora

How to apply: Oxford Applicants must submit the application via IRAMS. Applications are accepted termly, **details of exact deadlines can be found on the TORCH website.**

Assessment criteria:

- Clearly explain the context and rationale for the proposed International Partnership;
- Give details of how the proposed collaboration will contribute to the strategic aims and activities of the Humanities Division and University as a whole;
- Provide a clear timeline for the planned activity for the International partnership;
- Be appropriately costed in detail. Costs can include relevant and appropriate travel and accommodation costs (that meet the University guidelines), buy-out (with permission of relevant College/Faculty), research assistant/other staff costs. All casually-paid research and project assistance should be costed at the recommended Divisional rates;
- Indicate what future opportunities the proposed project may lead to, particularly future strategic research collaborations, but also if there are publication plans. What is the legacy for the proposed project; what new connections will be established, and what the fit is with any existing projects, networks or programmes;
- Show what other funds have been raised externally and/or funds raised internally.

Please contact Prof Johannes Zachhuber (Divisional Lead for European Partnerships) johannes.zachhuber@trinity.ox.ac.uk or Dr Lidia Zanetti Domingues (TORCH International Officer) lidia.zanettidomingues@stx.ox.ac.uk with queries.