



## HSDS Small Grants Programme: FAQs

### Introduction

Below is a list of Frequently Asked Questions and their answers. This is offered as an accompaniment to the funding stream guidance which can be downloaded from the website. Please also read the guidance documents as they provide further details.

### Topics

|                            |          |
|----------------------------|----------|
| <b>Introduction</b>        | <b>1</b> |
| <b>Eligibility</b>         | <b>1</b> |
| <b>Scope</b>               | <b>3</b> |
| <b>Funding Stream 1</b>    | <b>3</b> |
| <b>Funding Stream 2</b>    | <b>5</b> |
| <b>Further Information</b> | <b>5</b> |

### Eligibility

#### **Q. Who is not eligible to apply?**

A. Individuals currently named on the HSDS grant cannot apply for funding under this programme. This restriction also applies to individuals who are due to be named on the HSDS grant, for example, as new members of staff to be appointed to the team. In addition to this, Project Leads and Co-Leads (where applicable) must have a contract of employment with the submitting organisation that will continue for the full duration of the grant.

**Q. Are organisations which are not usually eligible for AHRC funding able to apply for FEC?**

A. Yes, all funding is available at FEC.

**Q. What makes an organisation eligible to apply for this programme?**

A. Please see Appendix 1 of the guidance documents.

**Q. From what countries can applicants be located?**

A. Applicants must apply via a UK-based organisation.

**Q. Can current RICHeS funding holders apply?**

A. Yes, current RICHeS funding holders can apply. However, please note that these Small Grants are not intended to incrementally extend projects which have already received funding.

**Q. Is the funding available for projects which would cost more than £25,000 for funding stream 1 or £15,000 for funding stream 2?**

A. If there is cost-sharing, yes. But otherwise, we can only offer up to £25,000 for funding stream 1 and £15,000 for funding stream 2.

**Q. Is it possible to apply for funding for one element of a broader project?**

A. If the broader project is within the RICHeS programme then this is unlikely to be successful as we are looking to extend the range of RICHeS funding, but otherwise this would be eligible.

**Q. If I am already AHRC funded, can I apply?**

A. If you are already AHRC funded then you are eligible to apply, as long as you meet the other criteria. However, if your salary is already 100% covered by AHRC funding then you would not be able to apply for your salary. We would recommend that you discuss this with your funder before applying.

**Q. Does Project Lead and Co-Lead time need to follow the usual AHRC minimum (4 hours per week)?**

A. No. This is not a requirement for these grants.

## **Scope**

**Q. What areas are in line with the thematic scope of the Heritage Science Data Service?**

A. The thematic scope of HSDS is very broad, as you can see by the range in [our core partners](#). The scope of HSDS ranges from human intervention with natural sciences through to all forms of archaeology and heritage collections, including fine art and textiles. Please see our [Collections Policy](#) and [the RICHeS definition of Heritage Science](#) for further details.

**Q. How many projects are HSDS looking to fund under each of the streams?**

A. There is no set number. We have £500,000 for this year, and another £500,000 for next year. We are expecting more applications under funding stream 1 but there is no set ratio as to how many we will award under each stream. It will depend on the split of applications we receive.

## **Funding Stream 1**

**Q. Can this funding support cataloguing of physical Heritage Science collections, i.e. the creation of data, where it leads to substantially different or enhanced use cases?**

A. This funding is not intended for large-scale digitisation projects, however small-scale digitisation would be eligible if it is part of a wider project which enhances access.

**Q. Would cataloguing of collections which are located in different museums/universities be eligible under Stream 1?**

A. Yes, if it can be done within the scope of HSDS, bringing together distributed collections would be eligible under this funding stream.

**Q. Would making images of references (such as environmental resources) accessible within a searchable database be eligible?**

A. Yes, this would be eligible.

**Q. Would the cost of the HSDS making a searchable database need to be included in the application?**

A. No, this cost will be covered by HSDS. HSDS will also provide help and support to create the searchable database.

**Q. Can existing grant holders apply for funding to support the deposition of new datasets, where work is required to prepare them?**

A. As long as they are within the scope of HSDS, this would be eligible. Please see our [Collections Policy](#) for further information.

**Q. What types of data can be deposited? Is it word documents, images, spreadsheets, etc. or lists of what is stored at a particular organisation?**

A. Both of these are eligible. Lists and catalogues are ways to find out what is available, so these can enhance accessibility and we are able to provide guidance when you come to deposit these. We are also interested in primary data, including 3D data, GIS, and imaging datasets. We are able to accession just about any data which can be created in a Heritage Science context.

**Q. What kinds of datasets are eligible/should the project provide?**

A. Datasets must align with the [HSDS Collections Policy](#).

**Q. What if my data is sensitive?**

A. The HSDS follows the guidance provided by the Archaeology Data Services for [managing sensitive data](#).

**Q. Are there licence requirements?**

A. All datasets must be capable of being deposited with a Creative Commons or Open Government licence. [CC-BY](#) is the preferred licence but alternative licences may be available where necessary. Depositors will be asked to sign a Deposit Agreement confirming that they either own the copyright to the data or have the copyright holder's permission to deposit them with the HSDS.

**Funding Stream 2**

**Q. Can this funding be used to explore the use of Machine Learning or Artificial Intelligence for enhanced metadata creation?**

A. Yes, this is an eligible activity.

**Q. What is this funding intended to cover?**

A. This funding is primarily intended to cover the cost of staff time and travel expenses, where necessary.

**Further Information**

**Q. Who can I contact about questions which are not covered in the FAQs?**

A. Please contact the Programme Administrator at [applications@hsds.ac.uk](mailto:applications@hsds.ac.uk).