

FAQs for the Cambridge English Funded Research Programme

1) Who is eligible for funding?

This funding programme is open to any researcher(s), whether independent or working at an academic institution. PhD and Masters students are not eligible for funding through this programme. Whilst there is no geographical restriction on where funded research takes place, overseas travel is not funded.

2) Can someone who has received funding re-apply another year?

Yes, any researcher may submit a proposal, whether they have received funding in the past or not.

3) Will Cambridge English or the Admissions Testing Service provide researchers with data or should they collect their own?

Cambridge English or the Admissions Testing Service can provide researchers with data or test materials based on the relevance, nature and amount of data requested. It is advisable to check our website for any publicly available data and materials, including reliability data, grade statistics and sample test materials.

4) Are there submission guidelines?

There are guidance notes within the proposal form.

5) Can I submit more than one proposal?

Yes, an individual or institution can submit up to two proposals, but each Proposal Form needs to be completed in full.

6) What does the research agreement cover?

Successful applicants will sign a contract with the University of Cambridge, as Cambridge English (and the Admissions Testing Service) sit within Cambridge Assessment, which is a department of the University. The research agreement sets out the terms for the project and administration of the funding, covering:

- funding arrangements
- timetable
- scope of research
- ethical guidelines
- security of data and materials
- acknowledgement of research support
- Cambridge English/Admissions Testing Service to be offered for comment a copy of all papers based on funded research before they are submitted for publication
- IP rights and exploitation.

7) When will the next Call for Proposals be published?

The Cambridge English Funded Research Programme is an annual scheme with the Call for Proposals being published online in August. You can [request a notification](#) of when the Call for Proposals for the next Round is available.

8) Could you clarify the status of Cambridge English for VAT purposes?

Cambridge English is part of Cambridge Assessment, which is a department of the University of Cambridge. Our VAT number can be supplied on request.

9) In my institution research funds have to be allocated to a senior member of staff, even if they have no direct involvement in a research project. How do I show this in the proposal form?

You should include your name as Lead Researcher and add theirs in brackets afterwards. We would not require their full Researcher Details, a link to their institutional webpage would suffice.

10) Can I recruit research assistants after obtaining the grant?

Yes, just ensure that you indicate how many RAs and number of days of their time are required in the Project Budget section.

11) In the Project Budget section what can I claim for?

You can include staff costs (number of days for each named researcher or research assistant at the relevant institutional rate, i.e. including overheads/oncosts); travel (in-country, not overseas) and resources (not expensive items such as PCs or printers).

12) Who administers the research funding?

The research funding is paid to the Lead Researcher's institution (or directly to non-affiliated researchers) and would be administered by the grant office or equivalent. If two or more institutions are involved in a proposal, the Lead Researcher/s will need to check with their grant office how and what proportion of the research funding will be paid to any co-researcher/s at a different institution.

13) Are the ESOL Skills for Life exams included in this funding programme?

The ESOL Skills for Life tests are not included in this programme.

14) Does the section on previous grant funding only apply to the lead researcher or to all researchers?

Successful grant applications of all researchers listed in the proposal should be included.

15) Under 'Research title' at the top of the researchers' CV template should we put the title of the research project here, or something else?

The research project title should be included here.

16) What are the requirements for publication or presentation of the funded research findings?

Cambridge English requires acknowledgement of its support in any publication or presentation based on the research and to be offered for comment a copy of all papers before publication or presentation. Intellectual property rights and exploitation of the research are also covered in the research agreement.

17) What about the intellectual property of the funded research?

Cambridge English and the Lead Researcher's institution (or the Lead Researcher, if independent) will have equal rights in the IP created or developed during the research. Cambridge English will have the right to make use of the interim and final reports including their publication.

18) The Call for Proposals mentions funding of up to GBP 15,000. Will funding of smaller amounts be awarded?

Yes, proposals can include a budget up to the maximum funding amount of GBP 15,000 although researchers are advised to consider their budget carefully and may be asked to revise their budget after submission.

19) Do you require a daily rate or an hourly rate for researchers?

The Project Budget section should indicate a daily rate for each researcher plus any support staff (in GBP) and the number of days required for the research project.

20) Where should I send my proposal form?

Send your signed form to research@cambridgeenglish.org by the deadline indicated on the current Call for Proposals.