

---

**RIBA Research Trusts Awards 2009**  
Information and Application Form

66 Portland Place  
London W1B 1AD UK  
Tel +44 (0)20 7580 5533  
Fax +44 (0)20 7255 1541  
info@inst.riba.org  
www.architecture.com

Public Information line  
0906 302 0400\*

Registered Charity Number 210 566  
VAT Registration Number 232 351 891

\*call charged at 50p per minute

---

## **RIBA Research Trusts Awards 2009**

### Contents

	Page
Introduction	2
Timeline and Committee Membership	3
Form A: Terms & Conditions	4
Form B: Conditions of payment	6
Section 1: Guidance Notes	8
Sections 2-11: Application Form	9
Applying for an RIBA Research Trust Award	16

---

## RIBA Research Trusts Awards 2009

### Introduction

Until 2009, the RIBA Education Department administered two trust funds in the area of architectural research: the Modern Architecture and Town Planning Trust, and the Historical Research Trust. These two funds have been merged in order to create the RIBA Research Trust Award. The RIBA is inviting applications for awards to be granted in 2009.

Research funding will be offered as follows:

- RIBA Research Trust Award:  
Up to 4 awards not exceeding £5,000 each

The primary objective of the awards scheme is to help graduates at the beginning of their career further understand the role of research. It is hoped that a number of recipients will go on to be accomplished researchers in the architectural field.

The awards scheme is open to applicants interested in a wide range of subject matter relevant to the advancement of architecture, and the arts and sciences connected therewith, in the United Kingdom. Applications from outside the United Kingdom may be submitted, however the research work must in the main be undertaken within the United Kingdom. The supervisor must be domiciled in the United Kingdom.

**Please note the RIBA Research Trust Award is a closely defined piece of architectural research and is NOT available to pay course fees and subsistence costs whilst enrolled on PhD/MPhil or Masters programmes.**

Additional copies of this application form and explanatory notes can be downloaded from the RIBA Education Department website on [www.architecture.com](http://www.architecture.com) or by sending an A4 stamped addressed envelope to:

**RIBA Research Trusts Award 2009  
Education Department  
Royal Institute of British Architects  
66 Portland Place  
London W1B 1AD**

Alternatively, email [education@inst.riba.org](mailto:education@inst.riba.org)

The closing date for applications is **Thursday, 02 July 2009**. The awards will be available from **Friday, 31 July 2009**.

Please note: if no satisfactory applications are received, the RIBA reserves the right to withhold the awards until the following year.

---

## **RIBA Research Trusts Awards 2009**

### **Timeline and Committee Membership**

Call for applications	Tuesday, 21 April
Deadline for receipt of applications	Thursday, 02 July
Research Awards Committee meeting	Mid July
Applicants notified of results	Monday, 20 July
Funding available	Friday, 31 July

#### **RIBA Research Trusts Awards Committee**

Professor David Dunster *Chair*  
Roscoe Professor of Architecture, School of Architecture and Building Engineering,  
University of Liverpool

Mr Ian Beaumont, RIBA Council representative

Mr Derek Cottrell, RIBA Council representative

Professor Adrian Forty, Professor of Architectural History  
The Bartlett School of Architecture, University College London

Dr Sebastian Macmillan  
Eclipse Research Consultants

Professor Murray Fraser  
Professor of Architecture, University of Westminster

#### **RIBA Staff Contacts:**

David Gloster, Director of Education

John-Paul Nunes, Head of Education Projects

## RIBA Research Trusts Awards 2009 Form A: Terms & Conditions (Original)

1. The research project should be completed within two years of 31 July 2009.
2. Award winners should complete and return the enclosed payment form. Please note that the final instalment (20% of the total award), will only be released after the final report is judged satisfactory by the Awards Committee.
3. Award holders should submit a brief report after a period of twelve months indicating progress to date and the approximate date of completion.
4. If for any reason it becomes clear that the research will take more than two years to complete, the award holder should inform the RIBA immediately indicating a revised completion date.
5. The final report should be presented to the RIBA in readable and publishable form. The RIBA attaches a high priority to disseminating research findings (within the very limited resources available). The cost of administering the awards scheme is high and is met from members' subscriptions; it is therefore necessary for the scheme to be seen to produce high quality work. All reports are catalogued and held in the RIBA Library. Two copies of the finished work, professionally bound and printed, should be submitted and wherever possible an electronic copy (MSWord for Windows or Adobe PDF) should also be supplied.
6. The RIBA reserves the right to publicise the research work and to disseminate the findings in any way it believes to be appropriate, and will use the *Journal of Architecture* wherever possible. A synopsis note describing the scope of the research, in particular its findings, in not more than 500 words, should accompany the completed work. It may also be incorporated in the final report as a foreword.
7. The final report, and any subsequent publications based on the research work should acknowledge the receipt of an RIBA Research Trust Award.

**Declaration**

I have read the above conditions and I undertake to abide by them.

Signature of applicant \_\_\_\_\_ Date \_\_\_\_\_

Name (in block capitals) \_\_\_\_\_

Signature of second joint applicant (where applicable) \_\_\_\_\_ Date \_\_\_\_\_

Name (in block capitals) \_\_\_\_\_

**Original:** to be returned to the RIBA

**Duplicate:** to be kept by the applicant

## RIBA Research Trusts Awards 2009

### Form A: Terms & Conditions (Duplicate)

1. The research project should be completed within two years of 31 July 2009.
2. Award winners should complete and return the enclosed payment form. Please note that the final instalment (20% of the total award), will only be released after the final report is judged satisfactory by the Awards Committee.
3. Award holders should submit a brief report after a period of twelve months indicating progress to date and the approximate date of completion.
4. If for any reason it becomes clear that the research will take more than two years to complete, the award holder should inform the RIBA immediately indicating a revised completion date.
5. The final report should be presented to the RIBA in readable and publishable form. The RIBA attaches a high priority to disseminating research findings (within the very limited resources available). The cost of administering the awards scheme is high and is met from members' subscriptions; it is therefore necessary for the scheme to be seen to produce high quality work. All reports are catalogued and held in the RIBA Library. Two copies of the finished work, professionally bound and printed, should be submitted and wherever possible an electronic copy (MSWord for Windows or Adobe PDF) should also be supplied.
6. The RIBA reserves the right to publicise the research work and to disseminate the findings in any way it believes to be appropriate, and will use the *Journal of Architecture* wherever possible. A synopsis note describing the scope of the research, in particular its findings, in not more than 500 words, should accompany the completed work. It may also be incorporated in the final report as a foreword.
7. The final report, and any subsequent publications based on the research work should acknowledge the receipt of an RIBA Research Trust Award.

**Declaration**

I have read the above conditions and I undertake to abide by them.

Signature of applicant \_\_\_\_\_ Date \_\_\_\_\_

Name (in block capitals) \_\_\_\_\_

Signature of second joint applicant (where applicable) \_\_\_\_\_ Date \_\_\_\_\_

Name (in block capitals) \_\_\_\_\_

**Original:** to be returned to the RIBA

**Duplicate:** to be kept by the applicant

## RIBA Research Trusts Awards 2009

### Form B: Conditions of payment (Original)

Applicant to complete form in block capital letters, date and sign.

Name (first named applicant)			
Address for correspondence			
Telephone (H)		Telephone (W)	
Email address			

Name of Bank			
Address of Bank			
Branch Sort Code		Account Code	
Account Name			

Total amount of award	£
Instalments:	Please note that the payment of instalments is not automatic and requests for payment should be sent to the RIBA Education Department. The final instalment of 20% will only be released on approval of the final report.

No.	%	Amount	Date required (approx. mth)
1		£	
2		£	
3		£	
4		£	

20% Final Instalment	£	
----------------------	---	--

Signed 1<sup>st</sup> Named Applicant

Signed 2<sup>nd</sup> Named Applicant

Date:	Date:

<b>Original:</b> to be returned to the RIBA	<b>Duplicate:</b> to be kept by the applicant
---	---

## RIBA Research Trusts Awards 2009

### Form B: Conditions of payment (Duplicate)

Applicant to complete form in block capital letters, date and sign.

Name (first named applicant)			
Address for correspondence			
Telephone (H)		Telephone (W)	
Email address			

Name of Bank			
Address of Bank			
Branch Sort Code		Account Code	
Account Name			

Total amount of award	£		
Instalments:	Please note that the payment of instalments is not automatic and requests for payment should be sent to the RIBA Education Department. The final instalment of 20% will only be released on approval of the final report.		
No.	%	Amount	Date required (approx. mth)
1		£	
2		£	
3		£	
4		£	

20% Final Instalment	£	
----------------------	---	--

Signed 1<sup>st</sup> Named Applicant

Signed 2<sup>nd</sup> Named Applicant

Date:	Date:

<b>Original:</b> to be returned to the RIBA	<b>Duplicate:</b> to be kept by the applicant
---	---

---

## RIBA Research Trusts Awards 2009

### Guidance Notes and Application

#### 1. Guidance notes

- 1.1 The intention of the awards scheme is to support recent graduates (whether or not they are graduates from an RIBA validated course of architectural studies), who are pursuing an area of study in modern architecture, town planning or historical research to develop their interest and abilities as researchers. It is anticipated that award winners may in subsequent years undertake a career as skilled researchers in the architectural field. The RIBA may award applicants who are already further into their careers.
- 1.2 Applications will be considered solely on their merits. Applicants must be capable of completing the research work within a period of twenty-four months from 31 July 2009.
- 1.3 In addition to the purposes set out in paragraph 1.1 awards may be given for secondment of teachers and practising architects with some research interest.
- 1.4 Awards are given only to named individuals, not organisations.
- 1.5 In all instances the Awards Committee will be looking for clear evidence of how the results of the research will be transferred to the public domain.
- 1.6 Applications should demonstrate that the applicant has identified a project that needs to be carried out and has been isolated so that it is of manageable size, capable of being completed with available resources. Applicants are encouraged not to attempt to work outside their capability.
- 1.7 The RIBA will pay the final instalment of the award upon submission of a final report and its approval from the Awards Committee. The RIBA may make earlier staged payments to the award holder, not exceeding eighty percent of the total amount of the award.
- 1.8 Applicants should carefully refer to the attached notes “Applying for an RIBA Research Trust Award”.
- 1.9 Applications from outside the United Kingdom may be submitted but the research work must in the main be undertaken within the United Kingdom. The subject matter must be relevant to the advancement of architecture, and the arts and sciences connected therewith, in the United Kingdom. The supervisor must be domiciled in the United Kingdom.
- 1.10 In the event of two equally good applications being considered, preference will be given to RIBA members.
- 1.11 This form must be signed by all the parties indicated.

**2 In 2009, the RIBA Research Trusts Award will be awarded within the following areas of research:**

- For the study of contemporary and recent architecture; this includes the decoration and furnishing of buildings, and the arrangement and landscaping of land adjacent to buildings in any part of the world.
- For the study of architecture, other than contemporary and recent architecture; this includes the decoration and furnishing of buildings in any part of the world.

To be completed by the RIBA Reference RRT 09 -  Date received

**3 Applicants Personal Details (to be completed by the applicant)**

3.1	Surname	3.2	Forenames
3.3	Title	3.4	Age
3.5	Address for correspondence		
3.6	Telephone number(s)	3.7	Email address
3.8	RIBA Membership No. (please also indicate if Chartered, Student, Graduate or Affiliate)		

**4 Details of Higher Education**

Institution	Award obtained	Dates
4.1 Please provide details of any architectural education or research currently being pursued (include location and dates of commencement and anticipated completion).		

4.2 If architectural education or research has been completed, state when and describe any completed research undertaken, and under whose direction. Name and date publications recording your work.

5 Subject of application	
The following items aim at establishing the applicant's clear understanding of the subject to be studied. The applicant is expected to discuss these matters with their supervisor.	
5.1 Title or subject matter of award application (key descriptors)	
5.2 Why is the subject being studied?	
5.3 Identify current authoritative knowledge base.	
5.4 Who undertook research at 5.3 and when?	
5.5 To where is it expected to advance the current knowledge base, or develop a mechanism for its advancement?	
5.6 To whom will your work be addressed?	
5.7 How do you intend to disseminate the results of your research publicly?	
5.8 Has a similar application been made elsewhere? If so, when and to whom?	

**6** Please give details of your objectives and methodology (please attach more sheets of A4 if necessary)

7 Study Plan	
This section is designed to ascertain how you intend to successfully complete your research.	
7.1 What is the estimated cost of completing this research?	
7.2 When do you envisage commencing the research?	
7.3 When do you aim to complete the research?	
7.4 How much time will you devote to the research?	

8 Financial income and expenditure			
Please complete all boxes otherwise the application may be deemed invalid. Values to be inserted in £Stg.			
	Total Project Cost	Amount Contributed by others	Amount sought from an RIBA Research Trust Award
Applicant's Time	Hours		
	£	£	£
Assistant's Time (if applicable)	Hours		
	£	£	£
Equipment	£	£	£
Facilities	£	£	£
Printing	£	£	£
Materials	£	£	£
Travel	£	£	£
Other expenses (please give details)	£	£	£
Total	£	£	£

Please describe the equipment referred to in 8	
Please describe the mode, class and purpose of travel referred to in 8	
Please name other financial contributors (if applicable)	

<b>9 Supervisor</b>			
<p>The purpose of a supervisor is to guide the applicant in carrying out the work to time, cost and quality, and to provide reassurance to the Awards Committee by making a simple declaration on the applicant's interim reports, submitted when requests for financial advances are made, about the applicant's progress.</p> <p>The supervisor selected by the applicant is required to discuss the project with the applicant, give advice thereon, to read this application form and, when satisfied that the applicant has properly completed it, to sign it. Please note that by signing this form, supervisors are consenting to being occasionally contacted by the RIBA to confirm the progress of the research.</p>			
9.1	Surname	9.2	Forenames
9.3	Title		
9.4	Address for correspondence		
9.5	Telephone number(s)	9.6	Email address
9.7	RIBA Membership No.		
9.8	Supervisor's declaration: I have read the particulars relating to the awards scheme and the applicant's intended work. I agree to act as a supervisor.		
	Signature	Date	

10 Applicant's Declaration	
I apply to the awards scheme for a grant in the sum of:	(in words)  (in figures) £ .00p
and confirm that the funding is not available from any other source. (Where in item 8 it is indicated that part of the funding is to be provided by others, in the event of a successful application the Awards Committee will require the applicant to provide written evidence from the party concerned that the sum will be forthcoming. The applicant may similarly, without commitment on the part of the Awards Committee, inform the second party of the offer of an award.)	
Signature:	Date:

11 Referee			
The applicant should provide the name and address of one person (not the supervisor) who can provide the Awards Committee with a personal reference.			
11.1	Surname	11.2	Forenames
11.3	Title		
11.4	Address		
11.5	Telephone number(s)	9.6	Email address
11.7	RIBA Membership No.		

Completed applications should be sent to:

**RIBA Research Trusts Awards 2009**  
**Education Department**  
**Royal Institute of British Architects**  
**66 Portland Place**  
**London W1B 1AD**

no later than Thursday, 02 July 2009. Awards will be available from Friday, 31 July 2009.

**Please make and keep a copy for your records.**

---

## RIBA Research Trusts Awards 2009

### Applying for an RIBA Research Trust Award

#### **Aims of this guide**

This guide has been written to help those seeking an RIBA Research Trust Award. It offers advice about constructing a research proposal that meets the criteria to be used to judge your research application.

Obtaining research funding is highly competitive and simply having good ideas is not sufficient to convince the Awards Committee to support your proposal. You need to convince them that you can turn your ideas into a research project, conduct it successfully and produce valuable findings from it. The following headings explain the information you need to provide.

#### **Academic (and/or industrial) context**

- What is the importance of the general area in which your research will be conducted?
- Is your research concerned with quality of life, wealth creation, or competitiveness, for example?
- What is the current state of knowledge in the particular area, and who are the main players?
- What are the outstanding gaps and challenges and why is it important they are addressed?

#### **Context**

- How does the work relate to current and past work both of the researcher and elsewhere?
- How does it develop current themes or extend present understanding?
- Does it relate to identifiable gaps in current knowledge and seek to fill them?
- Is the proposed work a significant advance, a scientific breakthrough, does it advance creativity, provide new insights, or contribute to a body of scholarship and knowledge?

#### **Competence and track record**

- Do you have the expertise and experience of the subject matter and of the research methods proposed to be able to bring the project to a successful conclusion?

#### **Research aims and objectives**

- Are the overall aims clearly and concisely stated and defined?
- Are they attainable?
- Can they be met within the time and budget proposed?
- Can they be met by the approach being proposed?

## **Timeliness**

- Are there aspects of the research which make this an opportune time to carry it out?
- Is there other current work to which it relates?
- Does it continue a line of enquiry which is topical?
- Is there an urgency to the work which makes it of high priority?

## **Novelty**

- Is the research original?
- Is it likely to lead to new insights, results or outputs which are innovative?

## **Promise**

- Is the work relevant?
- Is there a high likelihood of the results being applied by practitioners or to further research?
- Can the knowledge created be generalised to circumstances beyond those in which the phenomenon under investigation was originally observed?

## **Research design**

- Have the aims and objectives been turned into research questions to make them amenable to examination?
- Is the right evidence being gathered to enable those questions to be answered?
- Are the methods and techniques proposed for gathering and analysing data appropriate to the task and likely to enable the research questions to be answered?
- Will the study use new methods, or established ones?
- Will data be of sufficient quality, quantity, reliability and relevance?
- If you propose to use case studies, action research, observational techniques, data-gathering workshops, questionnaires, interviews and so on, summarise your knowledge and experience of using them.

## **Collaboration with others**

- Are collaborative arrangements required and/or proposed?
- Is the management of the co-operative aspects of the work defined?
- Has adequate thought been given to exploitation and intellectual property rights?

## **Beneficiaries and publication**

- Who will benefit from the research?
- How will they learn of its existence?
- In what form is the output expected - for example, a published academic paper in a refereed journal, a software program, a piece of hardware, an exhibition?
- Does the applicant understand the significance of the expected findings, not only within his/her own field, but more widely?

## **Planning and programming**

- Is there a plan of work showing how the work is divided into phases and interim deliverables?
- Are the phases manageable?
- Who will do what, when, how and why in each phase?

## **Resources and cost effectiveness**

- Is the level of resources requested commensurate with the significance and quality of the outcome, and the expected benefits?
- Have resources requested been adequately justified?
- Does the project offer good value for money?

## **Final thoughts**

- Supervisors have specialist knowledge but the Awards Committee is chosen for their broad understanding, not a detailed knowledge of your research area.
- Set out as concisely as possible, why this research is important, why it needs to be done now, and why you are the best person to do it.

## **Useful contacts for further information on both general and architectural research**

- **RIBA**  
[www.architecture.com](http://www.architecture.com)
- **Higher Education and Research Opportunities (HERO)**  
[www.hero.ac.uk](http://www.hero.ac.uk)
- **Engineering and Physical Sciences Research Council (EPSRC)**  
[www.epsrc.ac.uk](http://www.epsrc.ac.uk)
- **Economic and Social Research Council (ESRC)**  
[www.esrc.ac.uk](http://www.esrc.ac.uk)
- **Arts and Humanities Research Board (AHRB)**  
[www.ahrb.ac.uk](http://www.ahrb.ac.uk)
- **Research Assessment Exercise (RAE)**  
[www.rae.ac.uk](http://www.rae.ac.uk)
- **Office for Science and Technology**  
[www.ost.gov.uk](http://www.ost.gov.uk)
- **Rethinking Construction**  
[www.rethinkingconstruction.org](http://www.rethinkingconstruction.org)
- **Commission for Architecture and the Built Environment (CABE)**  
[www.cabe.org.uk](http://www.cabe.org.uk)