

**2016 Korean Studies Grant
Application Guidelines**

March, 2016

**한국학중앙연구원
The Academy of Korean Studies**

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I. Introduction

The Academy of Korean Studies seeks to promote and support by a variety of means high quality overseas research activities on Korea. This funding guide explains the terms and procedures of the Korean Studies Grants offered by our International Support for Korean Studies division. As this guide is annually updated, please be sure to refer to the most recent version for preparation and submission of your proposal.

II. Programs

A. Total Budget

: 2.06 billion Korean won (approximately 1.72 million USD)

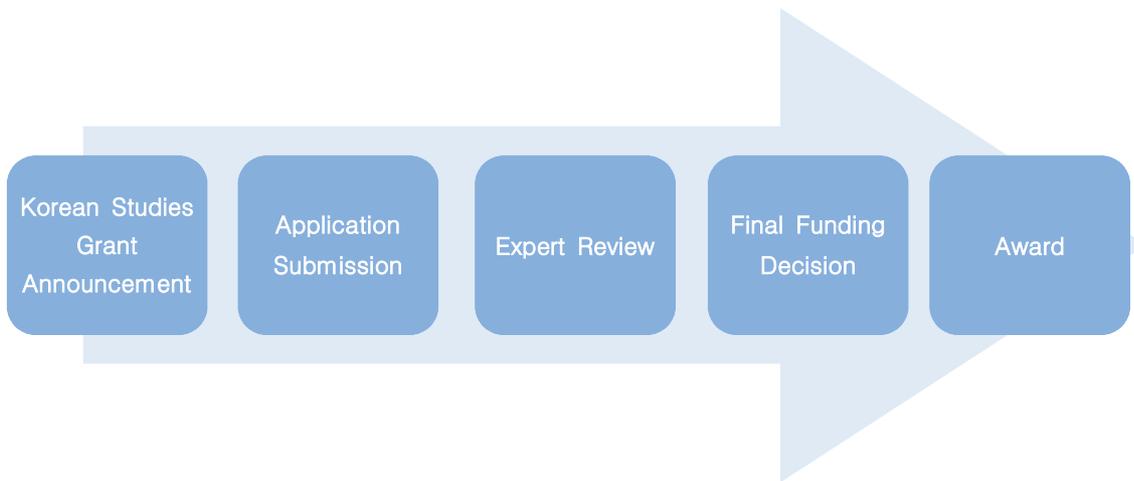
B. Programs

Program		Classification Code	Eligibility
Competitive Research Funding	The program supports investigator-chosen individual or collaborative research on Korea-related subjects.	R	a. Researchers affiliated with education and research institutions outside Korea. b. The Project Director is required to have more than two research results within 4 years. (2012.3. – 2016.2.)
Workshop and Conference Support	The program supports academic workshops and conferences on Korea-related subjects which will be held between June, 2016 and May, 2017	C-1: World-wide or National-wide conference or workshop	Researchers affiliated with education and research institutions outside Korea
		C-2: Thematic conference or workshop	

Program		Classification Code	Eligibility
Scholarly Journal Support	AKS assists scholarly journals for the broad dissemination and impact of original research results in Korean Studies.	P	Researchers affiliated with education and research institutions outside of Korea.
Education Program/Cultural Activities Support	The program supports education program or cultural activities designed for dissemination of knowledge in Korean Studies	E-1: Lecture series or education program	Researchers affiliated with education and research institutions outside Korea.
		E-2: Cultural event for understanding Korea	
Survey of the current status of Korean Studies and Digitalization of Korean Studies Materials	The program support the survey of current Statuses of Korean Studies in the given area or digitalization of Korean Studies materials outside Korea	D-1: Survey of the current status of Korean studies in the country (Bibliography, Human Resources, Institutions)	Researchers affiliated with education and research institutions outside Korea
		D-2: Digitalization of Korean studies materials in the country (Database of Historical Records, Audio-visual Materials)	

C. Review Process and Award Decision

a. Review Process



- 1) Application Submission: Eligibility criteria check
- 2) Expert Review: Panel review
- 3) Comprehensive Review: Final funding decision, Revision of proposed budget

b. Result Notification

: Those selected will be notified individually by email in June 2016.

D. How to Submit Proposals

- a. Completed proposals must include the required signatures.
- b. All of the required documents for application must be written either in Korean or English.
- c. You can refer to the following website for Romanization of Korean language.: http://www.korean.go.kr/09_new/dic/rule/rule_roman.jsp
- d. Visiting Lecturer positions will be announced in May, 2016.
- e. According to the article 39 of the Enforcement Decree for Research Funding Programs in Humanities and Social Sciences, from the Ministry of Education, Science, and Education of Korea, lobbying and inappropriate actions that may harm the fairness of the review process and research ethics are punishable in accordance with the article 36.

E. Submission Procedures

a. List of Required Documents

Documents	File Format	Form
Applicatin Summary with Signature	PDF	▶[Form#1]
Agreement on the Collection of Personal Information	PDF	▶[Form#2]
Application Form	MS WORD	▶New: [Form#3] ▶Renewal: [Form#4]
Questionnaire	MS WORD	▶[Form#5]
Project Director's CV	-	-

- b. Application Form should be submitted in MS WORD file format.
- c. We only accept handwritten signatures. Electronic or typed signature in the application will not be accepted.
- d. Please do not send Print-out documents to us. We accept only electronic version.

F. Submission Deadline: **April 10, 2016(Sun)** (By 23:59 Korea Standard Time)

※ Applications reached after due time will not be considered.

G. Contact Information for Inquiries

- Inquiries and application submissions: grant@aks.ac.kr
- Tel: +82-31-709-9843
- Fax: +82-31-709-9945

※We encourage applicants to contact us through email. Personal visit to the office from beginning date of submission to the date of outcome announcement is not allowed.

※E-mails containing the applications should be entitled "Application for Korean Studies Grant."

III. Outline for Grant Application

A. Competitive Research Funding

1. Description

The program supports excellent individual or collaborative projects that will generate world-class research. The fund is for one year. The maximum grant period cannot exceed two years. If it is a two-year project, applicants must submit a Renewal Application after first year so that the project can be renewed.

2. Eligibility

- a. Researchers affiliated with institutions outside of Korea.
- b. Applicant is required to have more than two research results in the past four years (2012.3.–2016.2.). These research results should be published in peer-reviewed journals or as academic books (translated works worth academic value can be included).
- * Note: Papers published in conference proceedings will not be considered.
- c. Previous grant recipients must have submitted all reports to be awarded funds in the grant cycle.
- d. Those who failed to submit the final report or received an unsatisfactory evaluation from the Academy of Korean Studies, the Ministry of Education, the National Research Foundation of Korea, the Korea Foundation, or other related funding institutions are not eligible.
- e. Previous awardees who failed to use the grant to implement the approved project are not eligible.

3. Grant Administration

- a. Grant period: Research period is June 1, 2016 to May 31, 2017. The funds will be remitted within one month after receipt of the agreement. (The grant should be managed by the recipient's University.)

- ※ Korean Studies Grant will not cover overhead costs.
- b. Termination and return of grants. Grants can be terminated or retrieved in whole or in part for any of the following reasons:
- i. Grantee fails to comply with the original intents of the grant.
 - ii. Grantee fails to observe the Korean Studies Grant Management Regulations.
 - iii. Grantee intentionally provides inaccurate information in application.
 - iv. Grantee fails to submit the interim or the final report.
 - v. Grantee intentionally submits an inaccurate report.
- c. Project Director employed by institution is encouraged to request Class Buyout from his/her institution in the forms of personal expenses or salary for the project. If personal expenses or salary are needed, specifications for this should be given.

4. Reporting

- a. Grant reports:
- i. Interim Report is due on **December 31, 2016**. Grantees should submit the report to the AKS by email. The interim report can be used for review of the project for continuation into the second year's plan.
 - ii. Final Report is due on **July 31, 2017**. Final Report and research output should be submitted via email and the financial statement issued by the recipient's university should be submitted via e-mail by July 31, 2017. If the grant is not managed by a university, submission of original receipts to the AKS is required. Grantees are required to submit abstracts in Korean or English for any publications not written in Korean or English.
 - iii. Project Results is due on **May 31, 2019**. The grantee's research results should be published in peer-reviewed journals (SCI, SSCI, A&HCI, CSSCI, Scopus, KCI) or academic books. The grantees are required to submit two copies of their publications (Both hard copies and pdf files) and publication reports within the two years

following the termination of the grant period.

b. Any publications from the grant (research papers, translation works, and books) must include the following statement:

i. For a publication in Korean:

"이 연구는 2016년도 한국학중앙연구원 해외 한국학지원사업의 지원에 의하여 수행되었음 (AKS-2016-R-00)"

ii. For a publication in English:

"This research was supported by the Academy of Korean Studies Grant (AKS-2016-R-00)"

* Note: The last two-digits of "00" should be replaced with the new two-digit number to be given to each individual researchers by the AKS.

c. Copyright

: Copyright of materials resulting from this grant will be retained by the author(s). Nevertheless, the Academy of Korean Studies and the Ministry of Education(MOE) can use the project's results in online and printed publications for nonprofit and academic purposes without permission of the project director(s) or author(s).

5. Evaluation of Results

The research result should be published in registered journals (SCI, SSCI, A&HCI, Scopus, KCI, CSSCI listed journals) or in other peer-reviewed journals or publications. In this case, result evaluation would be exempted.

When other forms of project results are justified by the AKS, they would be evaluated by the Committee for Overseas Korean Studies. The project is graded according to four standards: A "Excellent," B "Good," C "Below Average," and D "Failure." If a grantee gets a "C" grade, he or she is ineligible to apply for the Korean Studies Grant for three years. Grantees who receive a "D" are ineligible to apply for the Korean Studies Grant for five years.

B. Workshop and Conference Support

1. Description

The program provides support for academic workshops and conferences on Korea-related subjects which will be held between June, 2016 and May 2017 outside Korea. The following are allowable costs: honorarium, travel expenses, accommodations, proceedings publication, conference venue rental fee, and miscellaneous expenses.

2. Eligibility

- a. Researchers affiliated with education and research institutions outside of Korea.
- b. Those who have failed to submit their final reports or received unsatisfactory evaluations from the Academy of Korean Studies, the Ministry of Education, the National Research Foundation of Korea, the Korea Foundation, or other related funding institutions are not eligible.
- c. Previous awardees who failed to use the grant to fulfill the approved projects are not eligible.

3. Grant Administration

- a. The funds will be remitted within one month after receipt of the agreement. However, the funds will be remitted in December, 2016 if the conference is held in 2017. The Korean Studies Grant will not cover overhead costs.
- b. Termination and return of grants. Grants can be terminated or retrieved in whole or in part for any of the following reasons:
 - i. Grantee fails to comply with the original intents of spending the grant.
 - ii. Grantee fails to observe to the Korean Studies Grant Management Regulations.

- iii. Grantee intentionally provides inaccurate information in the application.
- iv. Grantee fails to submit the interim or the final report.
- v. Grantee intentionally submits inaccurate reports.

4. Reporting

a. Grant reports:

Project reports, financial statements issued by the university, and two copies of publications (proceedings) must be submitted within two months after the completion of the conference or other event. If the grant is not managed by the university, submission of original receipts is required. Grantees are required to submit an abstract in Korean or English if publications are not written in Korean or English.

b. Grantees' publications (proceedings and books) must include the following statement:

i. For a Korean publication:

"이 학술회의는 2016년도 한국학중앙연구원 해외한국학지원사업의 지원에 의하여 수행되었음 (AKS-2016-C-00)"

ii. For an English publication:

"This conference was supported by the Academy of Korean Studies Grant (AKS-2016-C-00)"

* Note: The last two-digits of "00" should be replaced with the new two-digit number to be given to each individual researchers by the AKS.

c. Copyright

: Copyright of materials resulting from this grant will be retained by the author(s). Nevertheless, the Academy of Korean Studies and the Ministry of Education (MOE) can use the project's results in online and printed publications for nonprofit and academic purposes without permission of project director(s) or author(s).

5. Evaluation of Results

Project results are evaluated by the Committee for Overseas Korean

Studies. The project is graded according to four standards: A "Excellent," B "Good," C "Below Average," and D "Failure." If a grantee gets a "C" grade, he or she is ineligible to apply for the Korean Studies Grant for three years. Grantees who receive a "D" are ineligible to apply for the Korean Studies Grant for five years.

C. Scholarly Journal Support

1. Description

The program supports the publication of scholarly journals on Korea-related subjects. The following are allowable costs: expenses for editing/screening committees, publication, distribution, and others.

2. Eligibility

- a. Researchers affiliated with education or research institutions outside of Korea.
- b. Previous grant recipients must have all reports submitted to be awarded the funds in the grant cycle.
- c. Those who have failed to submit final reports to or received unsatisfactory evaluations from the Academy of Korean Studies, the Ministry of Education, National the Research Foundation of Korea, the Korea Foundation, or other related funding institutions are not eligible.
- c. Previous awardees who failed to use the grant to fulfill the approved projects are not eligible.

3. Grant Administration

- a. The funds will be remitted within one month after receipt of the agreement. The Korean Studies Grant will not cover overhead costs.
- b. Termination and return of grants. Grants can be terminated and retrieved in whole or in part for any of the following reasons:
 - i. Grantee fails to comply with the original intents of spending the grant.
 - ii. Grantee fails to observe the Korean Studies Grant Management Regulations.
 - iii. Grantee intentionally provides inaccurate information in the application
 - iv. Grantee fails to submit the interim or the final reports.
 - v. Grantee intentionally submits inaccurate reports.

4. Reporting

a. Grant reports:

Project reports, financial statements issued by the institution, and two copies of publications must be submitted within two months after the project's completion. If the grant is not managed by the institution, submission of original receipts is required. Grantees are required to submit a table of contents written in Korean or English if publication is not written in Korean or English.

b. All grantees' publications must include the following statement:

- i. For a Korean publication: "이 학술지는 2016년도 한국학중앙연구원 해외한국학지원사업의 지원에 의하여 발행되었음 (AKS-2016-P-00)"
- ii. For an English publication: "This publication (or Journal) was supported by the Academy of Korean Studies Grant (AKS-2016-P-00)"

* Note: The last two-digits of "00" should be replaced with the new two-digit number to be given to each individual researchers by the AKS.

c. Copyright

: Copyright of materials resulting from this grant will be retained by the author(s). Nevertheless, the Academy of Korean Studies and the Ministry of Education(MOE) can use the project's results in online printed publications for nonprofit and academic purposes without permission of project director(s) or author(s).

5. Evaluation of Results

Project results are evaluated by the Committee for Overseas Korean Studies. The project is graded according to four standards: A "Excellent," B "Good," C "Below Average," and D "Failure." If a grantee gets "C" grade, he or she is ineligible to apply for the Korean Studies Grant for three years. Grantees who receive a "D" are ineligible to apply for the Korean Studies Grant for five years.

D. Education program / Cultural Activities Support

1. Description

The program provides support for educational and cultural activities on Korea-related subjects which will be held between June, 2016 and May 2017 outside Korea.

2. Eligibility

- a. Researchers affiliated with education and research institutions outside of Korea.
- b. Those who have failed to submit a final report or received unsatisfactory evaluation from the Academy of Korean Studies, the Ministry of Education, the National Research Foundation of Korea, the Korea Foundation, or other related funding institutions are not eligible.
- c. Previous awardees who failed to use the grant to implement the approved project are not eligible.

3. Grant Administration

- a. The funds will be remitted within one month after receipt of the agreement. However, the funds will be remitted in December, 2016 if the program is held in 2017. Korean Studies Grant will not cover overhead costs.
- b. Termination and return of grants. Grants can be terminated or retrieved in whole or in part for any of the following reasons:
 - i. Grantee fails to comply with original intents of spending the grant.
 - ii. Grantee fails to observe to the Korean Studies Grant Management Regulations.
 - iii. Grantee intentionally provides inaccurate information in the application.
 - iv. Grantee fails to submit the interim or the final report.
 - v. Grantee intentionally submits inaccurate reports.

4. Reporting

a. Grant reports:

Project reports, financial statements issued by the university, and two copies of publications (proceedings) must be submitted within two months after the completion of the event. If the grant is not managed by the university, submission of original receipts is required. Grantees are required to submit an abstract in Korean or English if publications are not written in Korean or English.

b. Grantees' publications (proceedings and books) must include the following statement:

i. For a Korean publication:

"이 과제는 2016년도 한국학중앙연구원 해외한국학지원사업의 지원에 의하여 수행되었음 (AKS-2016-E-00)"

ii. For an English publication:

"This program was supported by the Academy of Korean Studies Grant (AKS-2016-E-00)"

* Note: The last two-digits of "00" should be replaced with the new two-digit number to be given to each individual researchers by the AKS.

c. Copyright

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5. Evaluation of Results

Project results are evaluated by the Committee for Overseas Korean Studies. The project is graded according to four standards: A "Excellent," B "Good," C "Below Average," and D "Failure." If a grantee gets a "C" grade, he or she is ineligible to apply for the Korean Studies Grant for three years. Grantees who receive a "D" are ineligible to apply for the Korean Studies Grant for five years.

E. Survey of the current status of Korean Studies and Digitalization of Korean Studies Materials

1. Description

The program supports plans for the survey of Koreanists / Korean Studies in any given area as well as for the digitalization of Korean Studies sources at overseas institutions. The fund is given for one year. The maximum grant period cannot exceed two years. If it is a two-year project, you must submit a renewal application in the second year to renew the project.

2. Eligibility

- a. Researchers affiliated with education and/or research institutions outside of Korea.
- b. Previous grant recipients must have all reports submitted to be awarded funds in the grant cycle.
- c. Those who failed to submit a final report or received unsatisfactory evaluation from the Academy of Korean Studies, the Ministry of Education, the National Research Foundation of Korea, the Korea Foundation or other related funding institutions are not eligible.
- d. Previous awardees who failed to use the grant to implement the approved project are not eligible.

3. Grant Administration

- a. Grant period: Project period is June 1, 2016 to May 31, 2017. The funds will be remitted within one month after receipt of the agreement. (The grant should be managed by the recipient's University.)
Korean Studies Grant will not cover overhead costs.
- b. Termination and return of grants. Grants can be terminated or retrieved in whole or in part for any of the following reasons:
 - i. Grantee fails to comply with original intents of the grant.
 - ii. Grantee fails to observe the Korean Studies Grant Regulations.

- iii. Grantee intentionally provides inaccurate information in application.
- iv. Grantee fails to submit the interim or the final report.
- v. Grantee intentionally submits an inaccurate report.

4. Reporting

a. Grant reports:

- i. Interim Report is due on **December 31, 2016**. Grantees should submit the report to the AKS by email. The Interim Report can be used for review of the project for continuation into the second year's plan.
- ii. Final Report is due on **July 31, 2017**. Final Report and project output(Source Data of the project, XML, TEI, Wiki format) should be submitted and the financial statement issued by the recipient's university should be submitted via email by July 31, 2017.

b. Any publications from the grant must include the following statement:

i. For a publication in Korean:

"이 과제는 2016년도 한국학중앙연구원 해외한국학지원사업의 지원에 의하여 수행되었음 (AKS-2016-D-00)"

ii. For an publication in English :

"This project was supported by the Academy of Korean Studies Grant (AKS-2016-D-00)"

* Note: The last two-digits of "00" should be replaced with the new two-digit number to be given to each individual researchers by the AKS.

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5. Evaluation of Results

Project results are evaluated by the Committee for Overseas Korean Studies. The project is graded according to four standards: A

"Excellent," B "Good," C "Below Average," and D "Failure." If a grantee gets a "C" grade, he or she is ineligible to apply for the Korean Studies Grant for three years. Grantees who receive a "D" are ineligible to apply for the Korean Studies Grant for five years.