SCOTTISH GRADUATE SCHOOL FOR ARTS & HUMANITIES
Sgoil Ceumnachaidh na h-Alba airson Ealain agus Daonnachdan

Scottish Graduate School of Social Science
Sgoil Cheumnaichean Saidheans Sòisealta na h-Alba

Spring into Methods: Guidance 2027

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1. Overview

The Scottish Graduate School for Arts & Humanities (SGSAH) and the Scottish Graduate School of Social Science (SGSSS) invite proposals from members of staff in any SGSAH and SGSSS affiliated HEIs to offer training and events for delivery in Spring 2027. Applications must be submitted by **3pm on Friday 29 January 2027** within SGSAH's applications portal at: https://sgsah.jotform.com/262792806854975

Our main audiences are doctoral researchers from arts, humanities, and social sciences, but our emphasis on interdisciplinarity means we encourage applications from other disciplines.

We will be hosting an **Information Webinar between 3pm-3.45pm on Wednesday 2 December** to provide guidance and answer your questions about building your Spring into Methods proposal. Please register for the webinar via this link: https://tockify.com/sgsah/detail/459/1796223600000.

These events should focus on research method(s) and be inclusive and relevant to students from across the arts, humanities and social sciences. Our emphasis is on interactive, interdisciplinary and innovative sessions that demonstrate both expertise in methods training, and leadership to involve early career researchers in delivery.

For this call, we also welcome applications addressing grand societal challenges (see below) which might articulate with the UN Sustainability Goals, and/or Scotland's National Performance Framework. These should take an exciting problem-solving approach and appeal to students across disciplinary divides. There are no specific requirements for the style of training, but we welcome proposals that develop students' collaborative and team building skills, problem solving abilities, creative and solution-orientated thinking.

2. Planning the Event

- The event(s) should take place between Monday 19 April - Friday 14 May 2027 (we advise avoiding any regional holidays such as the Bank Holiday on 3 May 2027).
- Considering diverse needs of potential attendees, the programme should be no less than three hours, and no more than 10 hours (inclusive of breaks) spread over an accessible timescale.
- If you wish to deliver multiple sessions, please articulate how you plan to structure and advertise training to avoid attendee drop-off.
- If you wish to run a hybrid event, please ensure that you clearly outline the pedagogical rationale and technical approach, including the resources required to ensure a successful hybrid environment.
- At least one Early Career Researcher (doctoral researcher or ECR on fixed-term research contract) should be included (but not as principal organiser) in the development and delivery of materials. See Section 6 on Budget for funding of ECRs.
- SGSAH and SGSSS will coordinate the administration for each event, including the registration process, advertising and communication.
- Please consider the maximum number of participants based on the method of delivery, level of interactivity and engagement throughout. We recognise that digital delivery may increase opportunities for participation in some cases. We are unlikely to support an event with less than 20 attendees.
- We will ensure that events are well publicised and that students have ample opportunity to register, however where there are insufficient numbers, we reserve the right to cancel events with sufficient notice, but we will cover any out-of-pocket expenses.
- Risk assessments must be completed for all in-person engagement, in line with HEI

policies.

3. Event Routes

Workshop proposals should clearly articulate which route they are applying for:

1. **Addressing Grand Societal Challenges:** Within this, specify which grand societal challenges the training is best aligned with (see below). They could also link to the UN Sustainability Goals and/or Scotland's National Performance Framework, considering cross disciplines using e.g. advanced general skills and methods or a hackathon style approach.
2. **Interdisciplinary Research Training**: In depth approach to a specific research method articulating how it will be interdisciplinary for the arts, humanities and social sciences.

The application form will permit applicants to identify which route their proposed event meets. We require details on how the proposal will provide in-depth training of value to doctoral researchers across the arts, humanities and social sciences and/or where these intersect with other disciplines.

As well as being interdisciplinary, training should be innovative and highly interactive, providing participants with an opportunity to share their own work and engage with others.

Please ensure sessions are widely accessible to students of different experiences/expertise; this may be achieved by providing pre-session materials or being explicit about prerequisite skills.

We support events which may include an external partner in the delivery of training, where appropriate. Any associated costs in relation to this should be clearly articulated and justified in the proposed budget.

Once the training has been commissioned, doctoral researchers across the UK (irrespective of their funding) will be invited to apply. The selection process will aim to balance students attending from across SGSSS and SGSAH with those from other CDTs and DTPs across the UK (in the event of oversubscription, SGSSS and SGSAH aligned students will be prioritised). ESRC and AHRC funded PhD candidates from out-with Scotland are eligible to attend but must seek funding for travel and expenses from their home HEI or graduate school.

4. Potential Topics for Spring into Methods 2027

4.1 Addressing Grand Societal Challenges Training

We are keen to encourage proposals that present new ideas that demonstrate innovation, international significance, or interdisciplinarity. In recognition of the demands around new development and delivery, we have increased the budget for this theme to accommodate any extra resources required.

These events could speak to societal challenges in these potentially overlapping areas, or otherwise relating to the UN SDGs or Scotland's NPF:

- Communication, AI and new technologies
- Environment, migration and demographic change
- Governance and institutions
- Peace, justice and strong institutions
- Sustainable and thriving economies
- Health, wellbeing and communities
- Social inequalities
- Inclusive culture, heritage and creative practice.

4.2 Interdisciplinary Research Training

Based on training needs analyses, we would welcome applications that can showcase:

- Creative/critical use of artificial intelligence
- Working with archive materials
- Building creative practice into research projects
- Interview methodology
- Trauma Informed practice
- Decolonial methodologies
- Discourse analysis
- Comparative methodologies
- Visual methodologies
- Institutional ethnography
- Conducting research with communities.

5. Delivery Model

5.1 Event Format

We welcome proposals for in person, online and hybrid delivery.

- If hybrid, please specify what provision will be provided to ensure a good hybrid experience for both in person and online participants, i.e. include an outline of the pedagogical rationale and technical approach, including the resources you will use to ensure a successful hybrid environment
- If you wish to deliver multiple sessions, please articulate how you plan to structure and advertise training to avoid attendee drop-off
- Irrespective of approach, we encourage a combination of synchronous engagement, including group/break out opportunities for students to engage with others, and asynchronous engagement that enables students to work at their own pace (for example, providing pre-reading for in-person events)
- Proposals should articulate the legacy of training beyond the events and what online learning resources could be available to all SGSAH and SGSSS researchers. Resource contributions could include video recordings of presentations, podcasts, reading lists, templates or other learning materials.

5.2 Accessibility and inclusion

- Build accessibility into the design from the outset, including format, timing, location, communications, and any supporting materials
- Explain how the delivery model supports meaningful participation and interaction
- As outlined in Section 5.1 above, for hybrid delivery, explain how online participants will contribute to discussions, questions and groupwork to ensure full inclusivity
- Budget for reasonable access-related and additional caring costs where appropriate
- Use inclusive language
- Provide participants with clear access to information in advance, including venue access, delivery format, breaks, captions, materials, dietary arrangements and how to request adjustments
- Consider barriers that may affect disabled and neurodivergent researchers, carers, part-time researchers, international researchers and those facing financial, geographical, linguistic or digital exclusion.

6. Budget

6.1 Maximum budget for development, design and delivery of each proposal

1. Addressing Grand Societal Challenges Applications

- Fully online: up to £2,000
- Hybrid / Fully in-person: up to £3,000

2. Interdisciplinary Research Training

- Fully online: up to £1,500
- Hybrid / Fully in-person: up to £2,500

Please note that for all hybrid and in-person events, you should budget for a minimum of 20 attendees.

6.2 Eligible Costs

Costs must be necessary, reasonable, and directly related to the proposed activity. The application must provide an accurate, realistic, and clearly itemised budget showing how each cost has been calculated.

Applicants must not commit expenditure before receiving formal confirmation of the award. Any match funding or in-kind contribution must be clearly identified and confirmed in the application.

- Materials/creation of resources
- Doctoral student/Early Career Researchers to support preparation and delivery: **£250 (inclusive of preparation and delivery) per half-day per person.** Full details of their responsibilities and participation should be clear in the application. Other payment rates will not be accepted
- Catering costs for participants and organisers (in-person)
- Reasonable travel expenses/overnight accommodation for organisers (in-person), where on-the-day travel is not reasonable, and where costs are in line with our standard expenses policies. As SGSSS and SGSAH are national Doctoral Training Partnerships, it is anticipated that all facilitators will be based in Scotland, given the breadth and depth of expertise.

6.3 Ineligible Costs

- Room hire, as we expect host HEI to waive these costs. (In exceptional circumstances, if an applicant is unable to secure teaching space without charge, or requires specialist space for a particular reason, this should be explained in the application. Whilst these will be considered as exceptions, due to budget constraints there is unfortunately no guarantee the panel will be able to approve applications requiring such additional costs.)
- Purchase of any equipment with a residual capital value including laptops, cameras etc., although equipment hire is acceptable
- Fees for permanent full-time staff employed at SGSAH/SGSSS member HEIs who are involved in the event
- Administration costs (SGSAH and SGSSS will coordinate the registration process, advertising, communication and evaluation)
- Event attendee costs, participants will be able to apply to their graduate school/DTP/CTD for reimbursement of travel, accommodation etc.

We require a clear financial breakdown of how requested funds will be used, including details of any materials, and what activities doctoral researchers/ECRs will be involved with (noting the fixed rate of £250 for development and delivery per half day for these groups). If a proposed budget does not adhere to the guidance, it will not be funded.

7. How will the process be managed?

Applicants can access the online application system at:
https://sgsah.jotform.com/262792806854975

Once you have submitted you cannot edit the application further. **Deadline for proposals is 3pm on Friday 29 January 2027.**

Applications will be reviewed by a panel drawn from across the SGSAH and SGSSS directorates. You will be notified of the outcome on the week commencing **15 February 2027.**

8. What happens if you are successful?

SGSAH and SGSSS will:

- Issue an award letter, confirming the amount of approved expenditure and the finalised event copy to be used for advertising purposes
- Publicise the events through SGSAH and SGSSS communication channels
- Manage the registration process via SGSSS's Portal Platform
- Please note that to ensure sessions are well attended, the registration platform will allow an overbooking of 25% of the event capacity.
- Raise the purchase order once the actual spend on the award has been confirmed via the Spring into Methods evaluation and financial report, detailed in Section 9.

The award holder will:

- Confirm their acceptance of the award by returning the signed award letter
- Confirm the finalised event copy for advertising purposes within five working days
- Publicise their Spring into Methods event via their HEI networks
- Remain within the approved budget and seek approval from SGSAH and SGSSS for any significant changes
- Gather attendee feedback using the Evaluation Proforma outlined in Section 9
- Share raw attendee evaluation data in Excel format and attendee lists with SGSAH and SGSSS teams via admin@sgsah.ac.uk and team@sgsss.ac.uk by **Monday 28 June 2027**.
- Complete SGSAH's Spring into Methods Financial and Evaluation Report. See link here.

The administering HEI (lead organiser's HEI) will:

- Pay all approved costs associated with the activity
- Invoice the University of Glasgow after the event based on actual spend as confirmed by the award holder with SGSAH and SGSSS, quoting the purchase order number provided. Payment cannot be processed without a valid purchase order number
- Comply with finance and procurement requirements

If you have any queries, please contact team@sgsss.ac.uk or admin@sgsah.ac.uk

9. Reporting and financial reconciliation

The lead organiser must submit a short evaluation report and financial reconciliation linked here by Monday 28 June 2027 using the templates (see Appendix 1) provided by SGSAH.

The report should include:

- Details of activity delivered
- Participant numbers and institutional representation
- Feedback and evidence of outcomes – see the Spring into Methods Evaluation Proforma in Appendix 1
- Final expenditure against the approved budget

- Lessons or recommendations for future activity.

10. Timetable

Monday 16 November 2026	Launch call for Spring into Methods workshop proposals
Wednesday 2 December 2026 3pm-3.45pm	Webinar for prospective applicants; via MS Teams Register via this link: https://tockify.com/sgsah/detail/459/1796223600000
Friday 29 January 2027 3pm	Deadline for workshop proposals
w/c Monday 15 February 2027	Applicants informed of decision
Monday 1 March 2027	Deadline for successful applicants to complete event proforma
Friday 5 March 2027	Events will be promoted to students
Tuesday 30 March 2027	Deadline for students to sign up to events
Monday 19 April – Friday 14 May 2027	Window for events to take place
Monday 28 June 2027	Deadline for evaluation forms and invoices to be submitted

Appendix 1 – Evaluation Proforma

As a condition of your Spring into Methods funding, we require you to use this evaluation proforma to gather data from attendees after your Spring into Methods event.

You will be expected to complete the following evaluation and financial reporting by **Monday 28 June 2027**.

- Share the raw attendee evaluation data in Excel format with the SGSAH and SGSSS teams via admin@sgsah.ac.uk and team@sgsss.ac.uk.
- Complete this evaluation and finance report linked here.
  1. Name of Event attended
  2. To what extent did this event meet your expectations? (Answer required)
     - Exceeded expectations
     - Met expectations
     - Below expectations
  3. To what extent do you agree with the following statements? (Answer required) [Likert Scale – Strongly agree, Agree, Neither agree nor disagree, Disagree, Strongly disagree]
     A) The pre-workshop materials helped me to prepare for this event (where relevant)
     B) The aims and objectives of this event were well communicated
     C) Attending this event was relevant and useful for my research
     D) Attending this event supported my training and development needs
  4. What did you most value about this event and/or what did you least value about this event? (Answer required)
  5. In what way was this event relevant and useful for your research? (Answer required) *For example, how you will use the event content in your day-to-day research?*
  6. In what way did this event support your training and development needs? (Answer required)
  7. Were the event format, materials, and delivery accessible and inclusive of your personal needs and learning style? Are there any ways this event could have been more accessible? (Answer required)
  8. Please add any other comments or suggestions that may help us improve this programme (Answer optional)