

Korean Studies Grant 2017 Application Guidelines

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한국학중앙연구원
The Academy of Korean Studies

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I. Introduction

The Academy of Korean Studies(AKS), through a variety means, seeks to promote and support high quality Korea related research from overseas. This funding guide explains the terms and procedures for the Korean Studies Grants offered by our Division for the Promotion of Korean Studies Abroad. As this guide is annually updated, please be sure to refer to the most recent version when preparing your proposal for submission.

II. Programs

A. Program Budget

The total budget for the program is 16.5 billion Korean won(₩) (approximately 13.7 million USD).

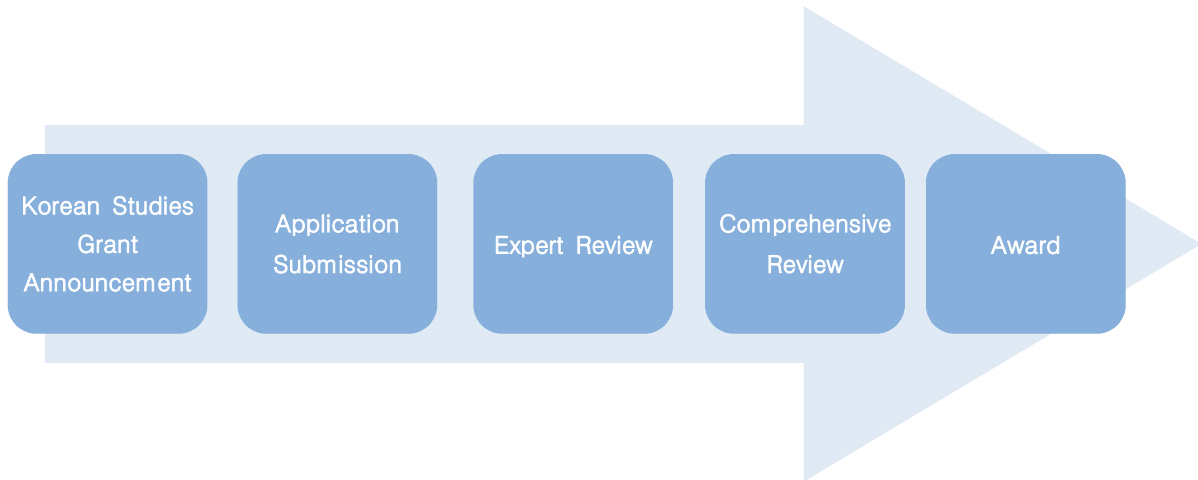
B. Programs

Program		Classification Code	Eligibility
Competitive Research Funding	The program supports investigator-chosen research, either individual or collaborative, on Korea-related subjects.	R	a. Researchers affiliated with educational and research institutions outside Korea. b. The Project Director is required to have more than one research result within the past 4 years (March, 2013–February, 2017/Dissertations are excluded).
Workshop and Conference Support	This program supports academic workshops and conferences on Korea-related subjects which will be held between May, 2017 and April, 2018 <ul style="list-style-type: none"> • International or national workshop or conference • Thematic workshop or conference 	C	– Researchers affiliated with educational and research institutions outside of Korea

Program		Classification Code	Eligibility
Scholarly Publication Support	AKS assists scholarly publication for the broad dissemination and impact of original research results in Korean Studies.	P-1: Scholarly Journal Support	a. Researchers affiliated with educational and research institutions outside of Korea. b. (Book Publication) Applicants must have a signed contract with an overseas publisher of scholarly books related to Korean Studies without receiving publication support from other institutions.
		P-2: Book Publication Support	
Educational Programs /Cultural Activities Support	The program supports lectures, educational programs, and cultural activities designed for the dissemination of knowledge in Korean Studies, which will be held between May, 2017 and April, 2018.	E-1: Lecture series or educational program	- Researchers affiliated with educational and research institutions outside of Korea.
		E-2: Cultural event for understanding Korea	
Survey of the Current State of Korean Studies and the Digitization of Korean Studies Materials	The program supports the survey of the current state of Korean Studies in a given area or the digitization of Korean Studies materials outside of Korea	D-1: Survey of the current state of Korean studies in a given area (e.g. bibliography, human resources, institutions)	- Researchers affiliated with educational and research institutions outside of Korea.
		D-2: Digitization of Korean studies materials in the country (Database of Historical Records, Audio-visual Materials)	

C. Review Process and Award Decision

1. Review Process:



- a. Application Submission: Eligibility criteria check
 - b. Expert Review: Panel review
 - c. Comprehensive Review: Final funding decision, revision of proposed budget
2. Award Notification:
Those selected will be notified individually by e-mail in April, 2017.

D. How to Submit Proposals

1. Completed proposals must include the required hand-written signatures.
2. All required documents must be written in either Korean or English. Documents written in the other languages should be submitted along with a notarized translation.
3. For help with Korean romanization, you can refer to the following website: http://www.korean.go.kr/front_eng/roman/roman_01.do
4. According to Article 39 of the Enforcement Decree for Research Funding Programs in Humanities and Social Sciences, from the Ministry of Education, 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

1. List of Required Documents

Documents	File Format	Form Number
Application 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	-	▶N/A

2. In the case of Book Publication Support, the following two documents are required:
 - a. A copy of the Memorandum of Agreement(MOA) with the publisher.
 - b. The completed manuscripts.
3. The Application Form should be submitted as a MS-Word file.
4. We accept only handwritten signatures. Electronic or typed signatures in the application will not be accepted.
5. Please do not send printed documents to AKS. We accept only electronic submissions.

F. Submission Deadline:

Applications must be submitted before 23:59 (Korea Standard Time) on February 28, 2017.

- ※ Please submit applications by e-mail only.
Applications received after the deadline will not be considered.

G. Contact Information

- 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 e-mail.
Personal visits to the office are not allowed between the start of the submission period and the notification of awards.
- ※ E-mails containing applications should have the subject line:
"Application for Korean Studies Grant 2017"

III. Grant Application Outline

A. Competitive Research Funding

1. Description

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

2. Eligibility

- a. Researchers affiliated with institutions outside of Korea.
- b. Applicants are required to have more than two scholarly publications within the past four years (March, 2013 – February, 2017). These publications may be in peer-reviewed journals or as academic books (translations with academic merit may be included).
* Note: Papers published in conference proceedings and dissertations will not be considered.
- c. Previous grant recipients whose grants are still active are ineligible. To be eligible for this cycle of awards, previous recipients must have submitted all required reports during their grant cycle. (Exception: Recipients of 2016 grants, whose projects are still open during the submission period of this application may apply for the grant.)
- d. Previous grant recipients who have failed to submit the final report or who have 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 grant recipients who failed to use the grant or used it inappropriately are ineligible.

3. Grant Administration

- a. Grant period: The research period is May 1, 2017 to April 30, 2018.
The funds will be remitted within one month after receipt of the agreement. (The grant should be managed by the recipient's university.)
※ The Korean Studies Grant may not be used for overhead costs.
- b. Termination and return of grants: Grants may be terminated or retrieved in whole or in part for any of the following reasons:
 - i. Grantee fails to comply with the original intent of the grant.
 - ii. Grantee fails to observe the Korean Studies Grant Management regulations.
 - iii. Grantee intentionally provides inaccurate information on the application.
 - iv. Grantee fails to submit the interim or the final report.
 - v. Grantee intentionally submits an inaccurate report.
- c. The Project Director and co-researchers employed by institutions are not able to request personal salaries in principle. If personal salaries including 'Course Buyout' is needed, accounting and specification for this is necessary.

4. Reporting

- a. Grant reports:
 - i. An Interim Report is due on November 30, 2017. Grantees should submit the report to the AKS by e-mail. The interim report can be used to review the project for continuation into the second year.
 - ii. The Final Report is due on June 30, 2018. Final Report and research output should be submitted via e-mail. The financial statement issued by the recipient's university should be submitted via e-mail by April 30, 2018. If the grant is not managed by the Project Director's home university, the submission of a financial statement along with original receipts to the AKS is required. Grantees must submit abstracts in Korean or English for any publications not written in those languages.
 - iii. Results of the project are due on April 30, 2020. The results of

the grantee's should be published in either peer-reviewed journals (SCI, SSCI, A&HCI, CSSCI, Scopus, KCI listed journals) or as an academic book. The grantee is 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.

- iv. If the publication results are not submitted, the project will be under the final evaluation procedure.
- b. Any publications resulting from the grant (research papers, translations or books) must include the following statement:
 - i. For a publication in Korean:

"이 연구는 2017년도 한국학중앙연구원 해외한국학지원사업의 지원에 의하여 수행되었음(AKS-2017-R-000)"
 - ii. For a publication in English:

"This research (or publication) was supported by the Academy of Korean Studies Grant(AKS-2017-R-000)"

* Note: The last two-digits "00" of the number above should be replaced with the two-digit number assigned to each researcher by the AKS.
- c. 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) reserve the right to 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

- a. The research results 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, further evaluation of the research results will be waived.
- b. When the project produces research in other forms than publication, this research should be evaluated by the Committee for Overseas Korean Studies. Projects will be graded according to four standards:

A	B	C	D
Excellent	Good	Below Average	Failure
		The Project Director is ineligible to apply for a Korean Studies Grant for <u>three years</u> .	The Project Director is ineligible to apply for a Korean Studies Grant for <u>five years</u> .

6. Miscellaneous

- List of SCOPUS journals
<http://www.info.sciverse.com/scopus/scopus-in-detail/facts>
- List of journals indexed by the Chinese Social Science Citation Index (CSSCI)
<http://cssci.nju.edu.cn>

B. Workshop and Conference Support

1. Description

The program provides support for academic workshops and conferences on Korea-related subjects which will be held outside of Korea between May, 2017 and April, 2018. The following are allowable costs: travel expenses, accommodations, proceedings publication, conference venue rental fee, and miscellaneous expenses.

2. Eligibility

- a. Researchers affiliated with educational and research institutions outside of Korea.
- b. Previous grant recipients whose grants are still active are ineligible. To be eligible for this cycle of awards, previous recipients must have submitted all required reports during their grant cycle. (Exception: Recipients of 2016 grants, whose projects are still open during the submission period of this application may apply for the grant.)
- c. Previous grant recipients who have failed to submit the final report or who have 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.
- d. Previous grant recipients who failed to use the grant or used it inappropriately are ineligible.

3. Grant Administration

- a. The funds will be remitted within one month after receipt of the agreement. However, if the conference is held in 2018, the funds will be remitted in December, 2017.
 - ※ The Korean Studies Grant may not be used for overhead costs.

- b. Termination and return of grants: Grants may be terminated or retrieved in whole or in part for any of the following reasons:
 - i. Grantee fails to comply with the original intent of the grant.
 - ii. Grantee fails to observe the Korean Studies Grant Management regulations.
 - iii. Grantee intentionally provides inaccurate information on the application.
 - iv. Grantee fails to submit the interim or the final report.
 - v. Grantee intentionally submits an inaccurate report.

4. Reporting

- a. Project reports, financial statements issued by the Project Director's home university, and two copies of the resulting publications (proceedings) must be submitted no later than two months after the completion of the conference or event. If the grant is not managed by the Project Director's home university, then a financial statement along with original receipts must be submitted. Grantees are required to submit an abstract in Korean or English if publications are not in either language.
- b. Grantees' publications (proceedings and books) must include the following statement:
 - i. For a publication in Korean:
"이 학술회의(논문집)는 2017년도 한국학중앙연구원 해외한국학지원사업의 지원에 의하여 수행되었음(AKS-2017-C-000)"
 - ii. For a publication in English:
"This conference (or publication) was supported by the Academy of Korean Studies Grant(AKS-2017-C-000)"
 - * Note: The last two-digits "00" of the number above should be replaced with the two-digit number assigned to each researcher 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 the permission of the project director(s) or author(s).

5. Evaluation of Results

Project results will be evaluated by the Committee for Overseas Korean Studies. The project will be graded according to four standards:

A	B	C	D
Excellent	Good	Below Average	Failure
		The Project Director is ineligible to apply for a Korean Studies Grant for <u>three years</u> .	The Project Director is ineligible to apply for a Korean Studies Grant for <u>five years</u> .

C. Scholarly Publication Support

1. Description

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

2. Eligibility

- a. Researchers affiliated with educational or research institutions outside of Korea. In the case of book publication, applicants must have a signed contract with an overseas publishing company for scholarly books related to Korean Studies; applicants may not receive publication support from other institutions for the same project.
- b. Previous grant recipients whose grants are still active are ineligible. To be eligible for this cycle of awards, previous recipients must have submitted all required reports during their grant cycle. (Exception: Recipients of 2016 grants, whose projects are still open during the submission period of this application may apply for the grant.)
- c. Previous grant recipients who have failed to submit the final report or who have 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.
- d. Previous grant recipients who failed to use the grant or used it inappropriately are ineligible.

3. Grant Administration

- a. The funds will be remitted within one month after receipt of the agreement.
 - ※ The Korean Studies Grant may not be used for overhead costs.
- b. Termination and return of grants: Grants may be terminated or

retrieved in whole or in part for any of the following reasons:

- i. Grantee fails to comply with the original intent of the grant.
- ii. Grantee fails to observe the Korean Studies Grant Management regulations.
- iii. Grantee intentionally provides inaccurate information on the 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. Publication in a scholarly journal:

Project reports, financial statements issued by the Project Director's home institution, and three copies of any publications resulting from the grant must be submitted by post within two months after publication.

ii. Publication of a book:

Project reports and three copies of any publications resulting from the grant must be submitted by post within two months after publication.

※ If the grant is not managed by the Project Director's home institution, submission of a financial statement along with original receipts is required.

※ If the publication is in a language other than Korean or English, grantees are required to submit a translation of the Table of Contents written in either Korean or English.

b. All publications resulting from this grant must include the following statement:

i. For a publication in Korean:

– Publication in a scholarly journal:

"이 학술지는 2017년도 한국학중앙연구원 해외한국학지원사업의 지원에 의하여 발행되었음(AKS-2017-P-000)"

– Publication of a book:

"이 책은 2017년도 한국학중앙연구원 해외한국학지원사업의 지원에 의하여 발간되었음(AKS-2017-P-000)"

ii. For a publication in English:

"This publication was supported by the Academy of Korean Studies Grant(AKS-2017-P-000)"

* Note: The last two-digits "00" of the number above should be replaced with the two-digit number assigned to each researcher 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 the permission of the project director(s) or author(s).

5. Evaluation of Results

Project results will be evaluated by the Committee for Overseas Korean Studies. The project will be graded according to four standards:

A	B	C	D
Excellent	Good	Below Average	Failure
		The Project Director is ineligible to apply for a Korean Studies Grant for <u>three</u> years.	The Project Director is ineligible to apply for a Korean Studies Grant for <u>five</u> years.

D. Educational Program / Cultural Activities Support

1. Description

The program provides support for educational and cultural activities on Korea-related subjects which will be held between May, 2017 and April, 2018 outside of Korea.

2. Eligibility

- a. Researchers affiliated with educational and research institutions outside of Korea.
- b. Previous grant recipients whose grants are still active are ineligible. To be eligible for this cycle of awards, previous recipients must have submitted all required reports during their grant cycle. (Exception: Recipients of 2016 grants, whose projects are still open during the submission period of this application may apply for the grant.)
- c. Previous grant recipients who have failed to submit the final report or who have 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.
- d. Previous grant recipients who failed to use the grant or used it inappropriately are ineligible.

3. Grant Administration

- a. The funds will be remitted within one month after receipt of the agreement. However, if the conference is held in 2018, the funds will be remitted in December, 2017.
※ The Korean Studies Grant may not be used for overhead costs.
- b. Termination and return of grants: Grants may be terminated or retrieved in whole or in part for any of the following reasons:
 - i. Grantee fails to comply with the original intent of the grant.

- ii. Grantee fails to observe the Korean Studies Grant Management regulations.
- iii. Grantee intentionally provides inaccurate information on the application.
- iv. Grantee fails to submit the interim or the final report.
- v. Grantee intentionally submits an inaccurate report.

4. Reporting

a. Grant reports:

Project reports, financial statements issued by the Project Director's home institution, and two copies of the resulting publications (proceedings) must be submitted no later than two months after the completion of the conference or event. If the grant is not managed by the Project Director's home institution, then a financial statement, along with original receipts, must be submitted. Grantees are required to submit an abstract in Korean or English if publications are not written in either language.

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

i. For a publication in Korean:

"이 프로그램은 2017년도 한국학중앙연구원 해외한국학지원사업의 지원에 의하여 수행되었음 (AKS-2017-E-000)"

ii. For a publication in English:

"This program was supported by the Academy of Korean Studies Grant (AKS-2017-E-000)"

* 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 will be evaluated by the Committee for Overseas Korean Studies. The project will be graded according to four standards:

A	B	C	D
Excellent	Good	Below Average	Failure
		The Project Director is ineligible to apply for a Korean Studies Grant for <u>three years</u> .	The Project Director is ineligible to apply for a Korean Studies Grant for <u>five years</u> .

E. Survey of the Current State of Korean Studies and the Digitization 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 digitization of source material for Korean Studies at overseas institutions. The fund is given for one year. The funding is for one year. If the project is for two years, applicants must submit a Renewal Application after the first year so that the project can be renewed. The maximum grant period cannot exceed two years.

2. Eligibility

- a. Researchers affiliated with educational and/or research institutions outside of Korea.
- b. Previous grant recipients whose grants are still active are ineligible. To be eligible for this cycle of awards, previous recipients must have submitted all required reports during their grant cycle. (Exception: Recipients of 2016 grants, whose projects are still open during the submission period of this application may apply for the grant.)
- c. Previous grant recipients who have failed to submit the final report or who have 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.
- d. Previous grant recipients who failed to use the grant or used it inappropriately are ineligible.

3. Grant Administration

- a. Grant period: The project period is from May 1, 2017 to April 30, 2018. The funds will be remitted within one month after receipt of the

agreement. (The grant should be managed by the recipient's University.)

※ The Korean Studies Grant may not be used for overhead costs.

- b. Termination and return of grants: Grants may be terminated or retrieved in whole or in part for any of the following reasons:
 - i. Grantee fails to comply with the original intent of the grant.
 - ii. Grantee fails to observe the Korean Studies Grant Management regulations.
 - iii. Grantee intentionally provides inaccurate information on the 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. An Interim Report is due on **November 30, 2017**. Grantees should submit the report to the AKS by e-mail. The Interim Report can be used for review of the project for continuation into the second year's plan.
- ii. The Final Report is due on **June 30, 2018**. The Final Report and project output (the project's source data in XML, TEI or Wiki format) along with a financial statement issued by the recipient's institution should be submitted via e-mail by June 30, 2018.

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

i. For a publication in Korean:

"이 연구는 2017년도 한국학중앙연구원 해외한국학지원사업의 지원에 의하여 수행되었음(AKS-2017-D-000)"

ii. For an publication in English :

"This research was supported by the Academy of Korean Studies Grant(AKS-2017-D-000)"

* 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 will be evaluated by the Committee for Overseas Korean Studies. The project will be graded according to four standards:

A	B	C	D
Excellent	Good	Below Average	Failure
		The Project Director is ineligible to apply for a Korean Studies Grant for <u>three years</u> .	The Project Director is ineligible to apply for a Korean Studies Grant for <u>five years</u> .