

2018 Korean Studies Grant
- Application Guidelines -

February, 2018

Center for International Affairs

The Academy of Korean Studies

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I. Introduction

The Academy of Korean Studies (AKS) seeks to promote and support Korean studies overseas. This funding guide explains the terms and procedures for the Korean Studies Grant Program. As this guide is annually updated, applicants are advised to refer to the most recent version when preparing your proposal for submission.

This year, first, we have launched a new program, ‘Translation Project of Overseas Korean Studies Monograph’ to make international scholarship available to Korean readers through translation. Second, we do not provide the support for collecting on-line database materials related to Korean studies any more.

II. Programs

A. Program Budget

The total budget for the program is **1.50 billion Korean won.** (Approximately 13.8 million USD)

B. Programs

Program		Eligibility
Competitive Research Funding	The program supports investigator-chosen research, either individual or collaborative, on Korea-related subjects.	a. Researchers affiliated with educational and research institutions outside of Korea. b. The Project Director is required to have at least one research result within the past 4 years (March, 2014-February, 2018 /Dissertations are excluded).
Conference and Workshop Support	The program supports academic conferences and workshops on Korea-related subjects which will be held between May, 2018 and April, 2019 - International or national conference or workshop - Thematic conference or workshop	- Researchers affiliated with educational and research institutions outside of Korea

<p align="center">Scholarly Publication Support</p>	<p>The program assists scholarly publication for the broad dissemination of original research results in Korean Studies.</p> <ul style="list-style-type: none"> - Scholarly Journal Support - Book Publication Support 	<ul style="list-style-type: none"> 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 any other publication support from other institutions.
<p align="center">Educational Programs /Cultural Activities Support</p>	<p>The program supports lectures, educational programs, and cultural activities designed for the dissemination of knowledge in Korean Studies, which will be held between May, 2018 and April, 2019.</p>	<ul style="list-style-type: none"> - Researchers affiliated with educational and research institutions outside of Korea.
<p align="center">Translation Project of Overseas Korean Studies Monograph</p>	<p>The program supports translation of Korean Studies Monograph which is published outside of Korea from other languages into Korean.</p>	<ul style="list-style-type: none"> - Researchers affiliated with educational and research institutions outside of Korea.

C. Review Process and Award Decision

➤ Review Process



- Application Submission: Eligibility criteria check
- Expert Review: Panel review
- Comprehensive Review: Final funding decision, revision of proposed budget

➤ Award Notification:

Those selected will be notified individually by e-mail in April, 2018.

D. How to Submit Proposals

- Completed proposals must include the required hand-written signatures.
- 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.
- For help with Korean Romanization, you can refer to the following website: http://www.korean.go.kr/front_eng/roman/roman_01.do
- According to Article 39 of the Enforcement Decree for Research Funding Programs in Humanities and Social Sciences, enacted by the Ministry of Education, lobbying or 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

➤ 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 /Agreement on the Collection of Personal Information (KSNET)	MS-Word /PDF	▶[Form#5]
Project Director's CV	-	▶N/A

- In the case of Book Publication Support, the following two documents are required:
 - A copy of the Memorandum of Agreement (MOA) with the publisher
 - The completed manuscripts
- In the case of Translation Project of Overseas Korean Studies Monograph, the following documents are required:
 - Sample translation (A4 10pages)
 - Proof of copyright of translation
 - Co-translator's CV
- The Application Form should be submitted as a MS-Word file.
- We accept only handwritten signatures. Electronic or typed signatures in the application will not be accepted.
- Please do not send printed documents to AKS. We accept only electronic submissions.

F. Submission Deadline: March 4, 2018

- Applications must be submitted before 23:59(Korea Standard Time) ON **March 4, 2018**.
 - * 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 via 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 2018_applicants name"

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.

*** Research projects collecting information of current state of Korean Studies in a specific country or region can also be a candidate proposal for the Competitive Research Funding. We use those information to update KSNET webpage (<http://ksnet.aks.ac.kr>). These project results will be reviewed independently by reviewers and they are not obliged to be published in peer-reviewed journal. Project director is required to give us the final result upon termination of research period.**

2. Eligibility

- Researchers affiliated with educational and research institutions outside of Korea are eligible.
- Applicants are required to have at least one scholarly publications within the past four years (March, 2014 – February, 2018). These publications include articles in peer-reviewed journals or academic books (translations with academic merit may be included).
 - * Papers published in conference proceedings and dissertations will not be considered.
- 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.
- Previous grant recipients who have failed to submit the final report or who are under restrictions followed by an unsatisfactory evaluation from the Academy of Korean Studies (AKS), the Ministry of Education, the National Research Foundation of Korea (NRF), the Korea Foundation (KF), or other related funding institutions are not eligible.
- Previous grant recipients who violated research ethics expending the grant or used it inappropriately are ineligible.

3. Grant Administration

- Grant period: The research period is **May 1, 2018 to April 30, 2019**. The funds will be remitted within one month after receipt of the agreement.
 - * The grant should be managed by the recipient's home institution.
 - * The Korean Studies Grant may not be used for overhead costs.
- Termination and return of grants: Grants may be terminated or retrieved in whole or in part for any of the following reasons:
 - Grantee fails to comply with the original intent of the grant.
 - Grantee fails to observe the Korean Studies Grant Management regulations.
 - Grantee intentionally provides inaccurate information on the application.
 - Grantee fails to submit the interim or the final report.
 - Grantee intentionally submits an inaccurate report.
- 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, detailed budget justification for this is necessary.

4. Submission of Reports & Publications

- The **Final Report** is due on **June 30, 2019**. Final Report and research output should be submitted via e-mail. Financial statement issued by the recipient's home institution should be also submitted with the report. Grantees must submit abstracts in Korean or English for any publications not written in either language.
- **Results of the project** are due on **April 30, 2021**. The results of the grantee's should be published either in 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 two years of the termination of the grant period.**
 - * If the publication results are not submitted, the project will be under the final evaluation procedure. (See below 5. Evaluation Result) Also, you can submit a publication report to obtain approval and extend the deadline.
- Any publications resulting from the grant (research papers, translations or books) must include the following statement:
 - For a publication in Korean: "이 연구는 2018년도 한국학중앙연구원 해외한국학지원사업의 지원에 의하여 수행되었음(AKS-2018-R-000)."
 - For a publication in English: "This research (or publication) was supported by the Korean Studies Grant Program of the Academy of Korean Studies (AKS-2018-R-000)."
- * The last two-digits "00" of the number above should be replaced with the two-digit number assigned to each researcher by the AKS.

- 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) reserve the right to use the project’s results 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 results should be published in registered journals (SCI, SSCI, A&HCI, Scopus, KCI, CSSCI listed journals) or in other peer-reviewed journals or as academic publications. In this case, further evaluation of the research results will be waived.
- 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 the Korean Studies Grant for <u>three years</u> .	The Project Director is ineligible to apply for the 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. Conference and Workshop Support

1. Description

The program provides support for academic conferences and workshops on Korea-related subjects which will be held outside of Korea between May, 2018 and April, 2019. The following are allowable costs: travel expenses, accommodations, proceedings publication, conference venue rental fee, and miscellaneous expenses.

2. Eligibility

- Researchers affiliated with educational and research institutions outside of Korea are eligible.
- 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 2017 grants, whose projects are still open during the submission period of this application may apply for the grant.)
- Previous grant recipients who have failed to submit the final report or who are under restrictions followed by an unsatisfactory evaluation from the Academy of Korean Studies (AKS), the Ministry of Education, the National Research Foundation of Korea (NRF), the Korea Foundation (KF), or other related funding institutions are not eligible.
- Previous grant recipients who violated research ethics expending the grant or used it inappropriately are ineligible.

3. Grant Administration

- The funds will be remitted within one month after receipt of the agreement. However, if the conference is held in 2019, the funds will be remitted in December, 2018.
* The Korean Studies Grant may not be used for overhead costs.
- Termination and return of grants: Grants may be terminated or retrieved in whole or in part for any of the following reasons:
 - Grantee fails to comply with the original intent of the grant.
 - Grantee fails to observe the Korean Studies Grant Management regulations.
 - Grantee intentionally provides inaccurate information on the application.
 - Grantee fails to submit the interim or the final report.
 - Grantee intentionally submits an inaccurate report.

4. Submission of Reports & Publications

- 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.
- Grantees’ publications (proceedings and books) must include the following statement:
 - For a publication in Korean: "이 학술회의(논문집)는 2018 년도 한국학중앙연구원 해외한국학지원사업의 지원에 의하여 수행되었음(AKS-2018-C-000). "
 - For a publication in English: "This conference (workshop or publication) was supported by the Korean Studies Grant Program of the Academy of Korean Studies (AKS-2018-C-000)."
- * The last two-digits “00” of the number above should be replaced with the two-digit number assigned to each researcher by the AKS.
- 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 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 the Korean Studies Grant for <u>three years</u> .	The Project Director is ineligible to apply for the 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

- Researchers affiliated with educational or research institutions outside of Korea are eligible. 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.
- 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 2017 grants, whose projects are still open during the submission period of this application may apply for the grant.)
- Previous grant recipients who have failed to submit the final report or who are under restrictions followed by an unsatisfactory evaluation from the Academy of Korean Studies (AKS), the Ministry of Education, the National Research Foundation of Korea (NRF), the Korea Foundation (KF), or other related funding institutions are not eligible.
- Previous grant recipients who failed to use the grant or used it inappropriately are ineligible.

3. Grant Administration

- The funds will be remitted within one month after receipt of the agreement.
* The Korean Studies Grant may not be used for overhead costs.
- Termination and return of grants: Grants may be terminated or retrieved in whole or in part for any of the following reasons:
 - Grantee fails to comply with the original intent of the grant.
 - Grantee fails to observe the Korean Studies Grant Management regulations.
 - Grantee intentionally provides inaccurate information on the application.
 - Grantee fails to submit the interim or the final report.
 - Grantee intentionally submits an inaccurate report.

4. Submission of Reports & Publications

- Publication of a scholarly journal: Project reports, financial statements issued by the Project Director’s home institution, and two copies of any publications resulting from the grant must be submitted by post within two months after publication.
- Publication of a book: Project reports and two 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.
- All publications resulting from this grant must include the following statement:
 - For a publication in Korean:
 - Publication of a scholarly journal:
"이 학술지는 2018 년도 한국학중앙연구원 해외한국학지원사업의 지원에 의하여 발행되었음(AKS-2018-P-000)."
 - Publication of a book:
"이 책은 2018 년도 한국학중앙연구원 해외한국학지원사업의 지원에 의하여 발간되었음(AKS-2018-P-000)."
 - For a publication in English: "This publication was supported by the Korean Studies Grant Program of the Academy of Korean Studies (AKS-2018-P-000)."
 - * The last two-digits “00” of the number above should be replaced with the two-digit number assigned to each researcher by the AKS.
- 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 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 the Korean Studies Grant for <u>three years</u> .	The Project Director is ineligible to apply for the Korean Studies Grant for <u>five years</u> .

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, 2018 and April, 2019 outside of Korea.

2. Eligibility

- Researchers affiliated with educational and research institutions outside of Korea.
- 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 2017 grants, whose projects are still open during the submission period of this application may apply for the grant.)
- Previous grant recipients who have failed to submit the final report or who are under restrictions followed by an unsatisfactory evaluation from the Academy of Korean Studies (AKS), the Ministry of Education, the National Research Foundation of Korea (NRF), the Korea Foundation (KF), or other related funding institutions are not eligible.
- Previous grant recipients who violated research ethics expending the grant or used it inappropriately are ineligible.

3. Grant Administration

- The funds will be remitted within one month after receipt of the agreement. However, if the event is held in 2019, the funds will be remitted in December, 2018.
* The Korean Studies Grant may not be used for overhead costs.
- Termination and return of grants: Grants may be terminated or retrieved in whole or in part for any of the following reasons:
 - Grantee fails to comply with the original intent of the grant.
 - Grantee fails to observe the Korean Studies Grant Management regulations.
 - Grantee intentionally provides inaccurate information on the application.
 - Grantee fails to submit the interim or the final report.
 - Grantee intentionally submits an inaccurate report.

4. Submission of Reports & Publications

- 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 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 summary of the project in Korean or English if publications are not written in either language.

- Grantees’ publications (proceedings and books) must include the following statement:
 - For a publication in Korean: "이 프로그램은 2018 년도 한국학중앙연구원 해외한국학지원사업의 지원에 의하여 수행되었음 (AKS-2018-E-000)."
 - For a publication in English: "This program was supported by the Korean Studies Grant Program of the Academy of Korean Studies (AKS-2018-E-000)."
- * 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.
- 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 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 the Korean Studies Grant for <u>three years</u> .	The Project Director is ineligible to apply for the Korean Studies Grant for <u>five years</u> .

E. Translation Project of Overseas Korean Studies Monograph

1. Contents of Support

- Area of Support: Korean translation of monographs written in foreign languages in the field of Korean Studies
- Type of Support: Individual translation or Co-translation
- Translation Subject: Applicants can choose from the two categories described below.

1) Designated Book List:

Book Title	Author	Publisher
Korea's Grievous War	Su-Kyoung Hwang	University of Pennsylvania Press
New Korean Wave: Transnational Cultural Power in the Age of Social Media	Dal Yong Jin	Chicago University Press

2) Freely Selected Book: Applicants can freely select an original book to be translated.

* Minimum Quantity of Translation: More than A4 200 Pages

(MS Word, Batang 10pt space 1.5 / Hangul, Batang 10pt space 170%)

- Duration of Translation: 22 Months
- Scale of Support: around 25,000USD per project
 - * Final amount of grant can be adjusted by the reviewing committee depending on the quantity and difficulty of the project.
 - * Translation fee per page and estimated number of pages of the manuscript should be specified in the budget plan.
- Conditions of Support
 - We only accept translation proposals for books in English, Chinese, Japanese, French, German or Spanish.
 - The copyright to the Korean translation should be secured before the application is submitted.
 - The translation works must be published by an academic publisher in Korea within 1 year from the completion of translation.
 - Publishing cost should be included in the budget plan.
 - Applicants are required to submit sample translation (A4 10pages) with the project proposal.

2. Eligibility

- Eligibility for Project Director: Researchers affiliated with educational and research institutions outside of Korea

- 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.
- Previous grant recipients who have failed to submit the final report or who are under restrictions followed by an unsatisfactory evaluation from the Academy of Korean Studies (AKS), the Ministry of Education, the National Research Foundation of Korea (NRF), the Korea Foundation (KF), or other related funding institutions are not eligible.
- Previous grant recipients who violated research ethics expending the grant or used it inappropriately are ineligible.

3. Grant Period: 2018. 5. 1 ~ 2020. 2. 28 (22 Months)

4. Grant Administration

- **The grant will be paid in three installments.**

Category	Ratio	Time of Payment
1st installment	40% of total amount	Within one month after receipt of the agreement
2nd installment	30% of total amount	Within one month after notifying evaluation results of translation work and final report
3rd installment	30% of total amount	Within one month after receipt of publication result

- * **The second funding can be paid only if the evaluation results is grade B or above.**
- * The grant should be managed by the recipient's home institution.
- * The Korean Studies Grant may not be used for overhead costs.
- Termination and return of grants: Grants may be terminated or retrieved in whole or in part for any of the following reasons:
 - Grantee fails to comply with the original intent of the grant.
 - Grantee fails to observe the Korean Studies Grant Management regulations.
 - Grantee intentionally provides inaccurate information on the application.
 - Grantee fails to submit the interim or the final report.
 - Grantee intentionally submits an inaccurate report.

5. Submission of Reports & Publications

- **Interim Report:** Interim report is due on **February 28, 2019**. Grantees should submit the report to the AKS by e-mail. (grant@aks.ac.kr)
- **Final Report:** Final report is due on **February 28, 2020**. Final report and completed translation work should be submitted via e-mail. Financial statement issued by the recipient's university should be also submitted with the report.

* The report will be used for review of the project and the fund will be paid only if the evaluation of result is grade B or above.

- **Publication Results:** Publication results are due on **February 28, 2021**. The grantee is required to submit publication report and two copies of the publications within one year following the submission of final report.

* If the publication result is submitted to AKS, the 3rd installment will be paid. Grantees are required to submit the financial statement for the 3rd installment within 6 month after receiving the fund.

- Any publication from the grant must include the following statement:
 - For a publication in Korean: "이 연구는 2018 년도 한국학중앙연구원 해외한국학지원사업의 지원에 의하여 수행되었음(AKS-2018-T-000)."
 - For a publication in English: "This translation was supported by the Korean Studies Grant Program of the Academy of Korean Studies (AKS-2018-T-000)."
- * 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.

- **Copyright:** Copyright of materials resulting from this grant will be retained by the researcher. 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).

6. 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 the Korean Studies Grant for <u>three years</u> .	The Project Director is ineligible to apply for the Korean Studies Grant for <u>five years</u> .