

ECONOMIC AND SOCIAL RESEARCH COUNCIL

**POLARIS HOUSE**

**NORTH STAR AVENUE**

**SWINDON SN2 1UJ**

**Tel: 01793 413000**

**Fax: 01793 413001**

**GTN 1434**

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| REFERENCE NUMBER |
| RES-000-22-2668 |
| TITLE |
| **Optical Allusions: Photography, ethnicity and ideologies of ethnic conflict in Burma** |
| INVESTIGATORS |
| Dr Mandy Sadan |
| INSTITUTION |
| SOAS, University of London (Pitt Rivers Museum, University of Oxford) |

This is the ESRC End of Award Report Form. The form should be completed and returned on or before the due date to: Evaluation Reports Officer, Communications & Information Directorate, ESRC, Polaris House, North Star Avenue, Swindon, SN1 1UJ.

Please note that the Report can only be accepted if all sections have been completed in full, and all award holders have signed Declaration One.

Award holders should also submit **seven additional copies** of this Form, and eight copies of the research report and any nominated outputs to be evaluated along with the Report.

A copy of the complete Report, comprising this form and the research report, should be formatted as a single document and sent as an email attachment to **reportsofficer@esrc.ac.uk***.* Please enter the **Award Reference Number** as the email subject.

REPORTING REQUIREMENTS

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| **The ESRC End of Award Report is a single document comprising the following sections:** | |
| **End of Award Report Form** | Declaration 1: Conduct of the Research  Declaration 2: ESRC Society Today  Declaration 3: Data Archive  Project Details  Activities & Achievements Questionnaire |
| **Research Report** | c5000 words free text (guidelines attached) |
| **Nominated Outputs** **(Optional)** | A maximum of two (fully referenced) |
| **Eight copies of the End of Award Report document and any Outputs must be submitted to ESRC.** | |

# Award holders should note that:

1 The final instalment of the award will not be paid until an acceptable End of Award Report is received.

2 Award holders whose reports are overdue or incomplete will not be eligible for further ESRC funding until the reports are accepted.

ESRC reserves the right to take action to reclaim up to **20%** of the value of awards where submission of an acceptable End of Award Report is more than six months overdue. For grants issued after 1st October 1999, where the End of Award report has not been submitted within six months of the termination date, ESRC may recover all payments made on the grant.

DECLARATION ONE: CONDUCT OF THE RESEARCH

This Report is an accurate statement of the objectives, conduct, results and outputs (to date) of the research project funded by the ESRC.

# 1. Award Holder(s) Signature

NB. This must include anyone named as a co-applicant in the research proposal.

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| **TITLE** | **INITIALS** | **SURNAME** | **SIGNATURE** |
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# 2. Administrative Authority Signature

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# 3. Head of Department, School or Faculty Signature

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**Photocopies of this page are acceptable in the seven additional printed copies of the report. This page should be left blank in the email copy.**

DECLARATION TWO: ESRC SOCIETY TODAY

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| **ESRC Society Today is a publicly available online research database, containing summary details of all ESRC research projects and their associated publications and outputs. This includes Summary and Full reports from End of Award Reports since 2005. ESRC Society Today provides an excellent opportunity for researchers to publicise their work; the database has a large user base, drawn from Higher Education, government, voluntary agencies, business and the media.**  **Summary details of publications and/or other outputs of research conducted under ESRC funded awards must be submitted to the ESRC Society Today Awards and Outputs Database.**  **For queries relating to ESRC Society Today, please contact:**  [**societytodaysupport@esrc.a.cuk**](mailto:societytodaysupport@esrc.a.cuk) **or 0871 641 2115 (technical queries, eg uploading outputs)** |

# Please sign at either A or B below.

**A. Details of relevant outputs of this award have been submitted to ESRC Society Today and details of any ensuing outputs will be submitted in due course.**

Signature of Principal Award Holder

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|  | **DATE:** |

**B. This award has not yet produced any relevant outputs, but details of any future publications will be submitted to ESRC Society Today as soon as they become available.**

Signature of Principal Award Holder

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|  | **DATE:** |

Award holders should **note** that the end of award report cannot be accepted, and the final claim cannot be paid, until either ESRC has received confirmation that details of relevant outputs have been submitted to ESRC Society Today or the award holder has declared that the award has not so far produced any relevant outputs

**Photocopies of this page are acceptable in the seven additional printed copies of the report. This page should be left blank in the email copy.**

DECLARATION THREE: DATA ARCHIVE

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| **A machine-readable copy of any dataset arising from the research must be offered for deposit with the Economic and Social Data Service (ESDS) at the UK Data Archive within three months of the end of the award. All enquiries should be addressed to the Acquisitions Team, ESDS, University of Essex, Wivenhoe Park, Colchester CO4 3SQ or by email to** [**acquisitions@esds.ac.uk**](mailto:acquisitions@esds.ac.uk)  **ESDS maintains an informative website at** [**http://www.esds.ac.uk/**](http://www.esds.ac.uk/)  **Award holders submitting qualitative data should refer to the ESDS Qualidata website at** [**http://www.esds.ac.uk/qualidata/**](http://www.esds.ac.uk/qualidata/) |

# Please sign at either A or B below.

**A. Machine-readable copies of datasets arising from this award have been, or are in the process of being, offered for deposit with the ESDS.**

Signature of Principal Award Holder

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|  | **DATE:** |

**B. There are no relevant datasets arising from this award to date.**

Signature of Principal Award Holder

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|  | **DATE:** |

Award holders should **note** that the ESRC will withhold the final payment of an award if a dataset has not been deposited to the required standard within three months of the end of award, except where a modification or waiver of deposit requirements has been agreed in advance.

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PROJECT DETAILS

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| ESRC END OF AWARD REPORT: PROJECT DETAILS |

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| **AWARD NUMBER:** | RES-000-22-2668 | | |
| **AWARD TITLE:** (the box will accommodate up to 4 lines of text) | **Optical Allusions: Photography, ethnicity and ideologies of ethnic conflict in Burma** | | |
| **AWARD START DATE** | **03/04/2008** | **TOTAL AMOUNT EXPENDED:** | **£**40591.80 |
| **AWARD END DATE** | **02/10/2009** |
| In the case of awards which have transferred please include: the full expenditure at each institution and relevant transfer dates. | | | |

# AWARD HOLDER(S):

**NB. This must include anyone named as a co-applicant, as originally listed in the research proposal.**

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| **TITLE** | **INITIALS** | **SURNAME** | **DATE OF BIRTH** | **No HOURS PER WEEK/ % TIME ON PROJECT** |
| Dr | M J | Sadan | 24/07/66 | 5 hours per week |
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| **Principal Award Holder's FULL OFFICIAL ADDRESS** (please list other addresses on a separate sheet if necessary) | **EMAIL** |
| Ms114@soas.ac.uk |
| Lecturer in the History of South East Asia School of Oriental & African Studies (SOAS) Thornhaugh Street London WC1H 0XG | **FAX NUMBER** |
| +44 (020) 7898 4699 |
| **TELEPHONE NUMBER** |
| +44 (020) 7898 4622 |

ACTIVITIES AND ACHIEVEMENTS QUESTIONNAIRE

# 1. Non-Technical Summary

A 1000 word (maximum) summary of the main research results, in non-technical language, should be provided below. The summary might be used by ESRC to publicise the research. It should cover the aims and objectives of the project, main research results and significant academic achievements, dissemination activities and potential or actual impacts on policy and practice.

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| The research was designed to explore the relationship between photography and ideas of ethnic identity and how these work together in the development of ideologies of conflict in Burma (Myanmar). Burma is known today as a country that has been beset for many decades by ethnic conflict and yet we have little understanding of how those conflicts are understood and experienced by those who are involved in them. In a country where there have traditionally been intense levels of fracture between the ‘centre’ and its peripheries, and where information does not circulate easily, the role of the photographic image in creating discourses of both unity and opposition has been significant. Most research presently undertaken on photography in Burma has tended to focus upon the output of the colonial era and of colonial photographers broadly defined. To date we have almost no information about how local photographic praxis emerged during this period and after, its local adaptations and reconfigurations, and how such praxis may have been different in different parts of the country and in relation to different communities. In the course of this research it became apparent that many of the armed groups arising from minority ethnic communities have attached much importance to the photographic documentation of the experience of conflict within areas that are or were under their control. What also became clear was that many of these images were in a very vulnerable condition. Not only do military and civilian centres frequently have to relocate themselves to new areas as conflicts unfold or new structures of political authority entrench themselves in local areas, but also the physical and environmental conditions of the region cause the rapid deterioration of print images. The research highlighted not only a research imperative that through such ‘collections’ it might be possible to understand more about the social history of the experience of ethnic conflict in Burma, but also an archival imperative for the preservation of vulnerable historical documentation. The project focused on establishing a number of archival nodes which could provide a base for the preservation, annotation and digitisation of these materials, and through these processes the research objectives of the project, which focused upon the role that images played in the ideology of conflict and ethnicity, could also be explored.  Five simple, locally sustainable archival systems have been established, supported in civil environments parallel to but not part of the military structures of armed ethnic groups, and this has created both an environment in which images can be preserved and a research structure which can be engaged with quantitatively and qualitatively. These sites are situated along the Burma-Thai and Burma-China border. Equipment and training has been provided for the scanning, storage, referencing, retrieval, and annotation of photographic records. A database has been developed and fields have been adapted to meet local requirements, but all databases are mutually interchangeable facilitating at some future time, when and if possible, a full integration of data from across the research sites which could support a web or other output. To date, more than 35,000 images have been scanned and added to the databases with core metadata, and more than 20 young people have been trained in this system: 12 were supported full time, but others voluntarily chose to attend the training and some cross-functional peer training in database applications has apparently already been initiated by some of these trainees.  In addition, research has also been developed in lower/central Burma, and a small trial project was initiated in the Singpho region (cognate with Kachin) in Arunachal Pradesh and Assam in India, with the support of the Singpho National Council and the Singpho Development Society. This led to a small photographic exhibition being held at a major Singpho cultural festival in North East India in February. Research has included extended qualitative interviews with professional photographers from central and lower Burma who were active as studio photographers, photo-journalists and government ID card photographers in ethnic minority areas from the 1920s to the 1980s. Interview topics have included the nationalisation of photographic production, the introduction of colour photography and of photographic images in the press, the changing consumption of studio images, and the training, practice and formulation of teacher-student relationships. Cartoons and other printed media relating to photography from the 1950s onwards are being collected, which are revealing interesting early contexts for the spread of household image ownership in the post-colonial state. Through this project, the role of the photographic image as a means of mobilising nationalism and ethno-nationalism has become clearer, as has the need to concentrate further research on the understanding of indigenous forms of praxis in relation to the photographic image. |

# 2. Dissemination

A. Please outline any specific plans you have for further publication and/or other means of dissemination of the outcomes and results of the research.

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| Currently I am preparing a chapter for submission by Dr Lee Wilson as part of a Special Volume in Contemporary Southeast Asia titled ‘State of Anxiety: Violence, Identity and Sovereign Practices in Southeast Asia’. This developed out of an ASEASUK panel held in September 2008 at Swansea University. In addition, I am currently finalising the structure of a new graduate teaching module titled ‘The State and The Art: Photography and Nation Building in Burma’, which will directly draw upon the materials collated and research conducted in the course of this project. I am also anticipating writing a manuscript proposal, possibly for Reaktion Books *Envisioning Asia* series, and have identified some journals to which I could submit papers (e.g.: *Visual Resources*). However, I am currently awaiting the result of a new grant proposal which, if successful, would enable me to deepen and broaden this research substantially. The result of this application is likely to be known at the end of January 2010 and I am therefore delaying somewhat in dissemination activities until I know whether or not further research is possible in the short term. |

B. Please provide names and contact details of any non-academic research users with whom the research has been discussed and/or to whom results have been disseminated.

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| Panos South Asia Conflict and Media Programme, in India (Guwahati, Shillong and Mizoram) and Nepal (Kathmandu) – Sanjay Barbora, 110 Kharguli Road 1st Floor, Guwahati, Assam, India, 781004  The research has been implemented in collaboration with a large number of organisations on the border who are directly engaged with facilitating the work, as detailed in my full report. |

# 3. Nominated Outputs (see Guidelines 1.4)

Please give full details of the two nominated outputs which should be assessed along with this report. Please provide **one** printed copy of publicly available web-based resources, **eight** copies of any nominated outputs **must** be submitted with the End of Award Report.

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| Although I have not produced completed nominated outputs, I am attaching copies of the draft volume outline to which my paper will be submitted (to be edited by Dr Lee Wilson) and the course submission document for the new MA module to be introduced at SOAS in January 2010, detailed earlier, as evidence of the ongoing development of these outputs |

# 4. Staffing

Please detail appointments and departures below for ALL staff recruited for this award. Where possible, please note each person's name, age, grade; and for departing staff, destination type on leaving.

(Destination types: Academic post, Commercial, Public Sector, Personal, Other).

**NB. This section must not include anyone who is an award holder.**

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| **Title** | **Initials** | **Surname** | **Date Of Birth** | **Grade** | **Appointment Date** | **Departure Date** | **Destination Type & Post** |
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# 5. Virements

Since 1st April 1996 investigators may vire between grant headings without reference to Council, except where major capital items are being provided for. Please detail below any changed use of resources and the benefits or problems this brought.

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| All of the resources applied for were Directly Incurred and I was extremely grateful to the virement policy of the ESRC for enabling me to adapt my research project quickly and appropriately to the very difficult and unforeseen circumstances that emerged in Burma during the course of 2007-08. In the end, I did not have to make use of this right to any great extent, but knowing that it was accessible to me had a very positive impact on my capacity to make the best adjustments in keeping with the objectives of the project. |

# 6. Major difficulties

Please detail below any major difficulties, scientific or administrative/logistical, encountered during your research and comment on any consequent impact on the project. Further details should be included in the main report, including any advice you might have for resolving such problems in future projects.

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| The major difficulties arising from the political situation in Burma have been dealt with in detail in the full report. In addition to these difficulties, the economic crisis that emerged after September 2008 had a big impact as the stipends of field researchers had been negotiated at a local level (10,000 Baht or Kyat/Rupee equivalent). The value of sterling fell by one third in relation to the Thai Baht and by December 2008 it was not possible for me to sustain the local payment level and this had to be calculated instead at the sterling rate of £150.00 per month (a lump sum equivalent to £100.00 stipend and £50.00 travel stipend). There was, therefore, a fall in the real value of their stipends received. However, most were understanding of this situation and I also modified my expectations of their work as I knew that many would now have to engage in some additional employment to make ends meet. This and the approaching end of the project meant that there was a decline in the productivity of the local researchers towards the end of the project. For this reason, too, I put a great deal of effort into writing a continuation grant proposal as soon as the significance of the work and its potential became clear to ensure that there would be as much continuity as possible between this research and any continuation funding to minimise disruption to local researchers and organisations. |

# 7. Other issues and unexpected outcomes

Please describe any outcomes of your research, beneficial or otherwise that were not expected at the outset or other issues which were important to the research, where these are not addressed above. Further details should be included in the main report.

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| The unexpected outcome was the sheer quantity of material that was uncovered by this research and also the willingness of the armed organisations to engage with me about the need for preservation and documentation of the material. Again, my response to this has been to submit a new, larger grant proposal for a continuation and development of the research over a longer period of time. |

# 8. Contributions to ESRC Programmes

If your project was part of an ESRC Research Programme, please describe your contributions to the Programme’s overall objectives, and note any impacts on your project resulting from your involvement.

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# 9. Nominated Rapporteur

Please suggest the name of one person who would be suitable to act as an independent rapporteur for your project. Please state full address and telephone number.

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| Professor David Gellner  Head of Department  School of Anthropology and Museum Ethnography 51 Banbury Rd Oxford OX2 6PE  **Email:** [**david.gellner@anthro.ox.ac.uk**](mailto:david.gellner@anthro.ox.ac.uk)  **Telephone:** +44 (0)1865 274674 |

# 10. Nominated User Rapporteur (Optional)

Please suggest the name of one non-academic user who would be suitable to act as an independent rapporteur for your project. Please state full address and telephone number.

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GUIDELINES

PART ONE: THE RESEARCH REPORT

### 1.1 Use of the Guidelines

The purpose of these guidelines is to set out the requirements for End of Award Reports. Award holders should consider them carefully before preparing the report. If in doubt, award holders should contact the Evaluation Team, quoting the reference number of the award.

### 1.2 Use of EOA Report Form

The form provided must be used. All parts of the report must be completed as instructed in these Guidelines.

### 1.3 Layout of EOA Report

The report is comprised of the following sections:

* **Form**

Signed Declarations

* Including to be directly submitted:

1. Relevant Outputs to ESRC Society Today ([www.esrcsocietytoday.ac.uk](http://www.esrcsocietytoday.ac.uk)).
2. Data submission made to the ESDS (where applicable).

Project details

Activities and achievements questionnaire.

* **Free Text**

Full report of activities and research results to include mandatory titles.

### 1.4 Additional Materials

Up to two outputs from the research, whether published or in draft form, **may** be nominated for assessment with the End of Award Report. If nominated, eight copies of these outputs must be supplied together with the End of Award Report. The majority of nominated outputs tend to be in printed form, but Award Holders are welcome to nominate outputs in any media, such as datasets, software and websites, subject only to any practical difficulties which may be presented in making them available to Rapporteurs. If nominating a website a printed hard copy of the information on the site must be provided. The research will be assessed on the basis of the content of the End of Award Report and the nominated outputs. **Researchers not submitting outputs with their Report are not penalised in any way.**

### 1.4.1 Additional Materials: Annexes

Additional material, such as statistical tables, copies of questionnaires or other material clearly necessary to support the report may be included as an annex to the End of Award Report. With the exception of confidential material, which genuinely cannot be placed in a public document, **annexes containing significant amounts of additional text and/or publications will not be acceptable**. **Any confidential annex, which should not be copied to ESRC Society Today, must be indicated clearly as such.** Award Holders should note that the **complete** End of Award Report will be sent to Rapporteurs and that the ESRC will take appropriate advice, before accepting the Report, in any case where disseminating a confidential annex may raise a question of the ESRC becoming exposed in the area of libel.

### 1.5 Responsibility for Report

Three months prior to the end of the Award, notification is sent to the Principle Award Holder advising when the End of Award Report is due and the information on where to download the form itself. The completed final report is due three months after the project terminates. The responsibility for preparation and submission of the report is that of the Principal Award Holder. In most cases, the original Principal Applicant for the award is the Principal Award Holder. In some circumstances, ESRC will agree a change of Principal Award Holder during the course of the award; it **would be helpful if this could be noted** in the covering letter when submitting the report. On occasion, awards will be made to joint award holders; in such cases the report is a shared responsibility.

### 1.6 Research Report

A full report on the research should accompany the completed report form. The length of this should not exceed 5,000 words (references are not included in the word count). The report should be a succinct, self-contained document, giving a straightforward and critical appraisal of the research in, as far as possible, non-technical language. **The following standard headings should be used:**

* **Background**

Including, for example, relevant previous or parallel research. Theoretical positions and hypotheses where relevant.

* **Objectives**

Aims and objectives of the research and any changes to these. You should state clearly how each objective has been addressed and whether the objective has been met or not, referring to other parts of the report as required. Where an objective has not been addressed or has not been met successfully, you should state the reasons for this. This will ensure that genuine difficulties faced in the course of the research are recognised and taken into account by the evaluators.

* **Methods**

Specific reference to methods used, including survey design, special equipment, new methods and analysis of results.

* **Results**

A report of the results of the project and analyses to date.

* **Activities**

To include related activities such as conferences, networks etc.

* **Outputs**

Publications, other dissemination, datasets (with confirmation of deposit at the ESDS where applicable), software etc. These should not duplicate the Society Today return but may be used to highlight particularly important outputs.

* **Impacts**

Are there instances of the research results being used or applied outside of the project, including commercial exploitation, either actual or proposed? Please detail any links with, or interest shown by, users of the research.

* **Future Research Priorities**

Are there lines of research arising from this project which might profitably be pursued (not necessarily with ESRC funding)?

### 1.7 Ethics

Where ethical considerations have arisen in the course of the research these should be explicitly detailed in the full report of research activities and results in the End of Award Report. Details of Codes of Ethics which have been referred to in the course of the research should also be included and, if necessary, appended to the Report form.

### 1.8 Confidentiality

If the report needs to refer to material which may be sensitive, this should be put in an annex clearly marked as confidential. A covering letter should be added to the report emphasising this.

### 1.9 ESRC Society Today

ESRC Society Today is a publicly available online research database, containing summary details of all ESRC research projects and their associated publications and outputs. This includes Summary and Full reports from End of Award Reports since 2005. ESRC Society Today provides an excellent opportunity for researchers to publicise their work; the database has a large user base, drawn from Higher Education, government, voluntary agencies, business and the media.

Summary details of publications and/or other outputs of research conducted under ESRC funded awards must be submitted to the ESRC Society Today Awards and Outputs database.

For queries relating to ESRC Society Today, please contact:

[infocentresupport@esrc.ac.uk](mailto:infocentresupport@esrc.ac.uk) or 0871 641 2115 (technical queries, eg uploading outputs) or

[societytoday@esrc.ac.uk](mailto:societytoday@esrc.ac.uk) or 01793 413108 (general queries)

It is necessary for the Principal Award Holder to sign the ESRC Society Today declaration on page 4 of the End of Award Report form.

### 1.10 Acceptance

Once the End of Award Report has been formally accepted, no additions or revisions will normally be acceptable, other than in cases of genuine error. Award holders noticing an error in their report at a later stage should contact Evaluation without delay. Such cases will usually be addressed by means of an erratum slip.

GUIDELINES

PART TWO: THE EVALUATION OF ESRC PROJECTS

# 2 The Evaluation of ESRC Research

### 2.1 ESRC Evaluation

The ESRC is committed to the evaluation of all the research it supports. These evaluations typically involve an examination, through peer and merit review, of the effectiveness of research, the academic quality of the research achievement and the impact of that achievement on decision-makers in the private and public sectors. ESRC’s evaluation activities are managed by the Evaluation Team within the Council’s Communications and Information Directorate.

### 2.2 The End of Award (EOA) Report

The first stage of any project or programme evaluation is the End of Award Report. The report, completed by the named investigators, is used to provide an assessment of individual projects. The report is intended to reflect on the organisation of, and activities pursued during, a research project and on the substantive research achievements and impacts to date.

### 2.3 Evaluation of the EOA Report

Each Report is processed through the following stages:

* **Submission**

The report is completed by the named investigator(s) and must be submitted to ESRC no later than three months from the end of the award. **Researchers not submitting a report do not receive the final payment of the award and are barred from future ESRC funding until an acceptable report is submitted.**

* **Acceptance**

If the Report is acceptable, the Evaluation Team acknowledges receipt and the final payment on the award is released. If it is unacceptable, revisions are required. The most common reasons for the Evaluation Team being unable to accept a report are: lack of necessary signatures; lack of ESRC Society Today declaration; insufficient copies of documents and an outstanding data submission to the ESDS.

* **Rapporteurs**

Rapporteurs are selected by the ESRC’s Research Support Teams. Each rapporteur receives a copy of the Report, nominated publications when provided, the original proposal, references and other relevant information. Rapporteurs are asked to comment on the conduct, scientific contribution and impact of the project and to assign a grade reflecting the achievements of the project.

It should be noted that when selecting Rapporteurs we will not use those based at the same institution of the award itself, the principal applicants or co-applicants. It should also be noted that for awards issued under a Research Programme we will not use individuals who have also held awards under the same Programme.

* **Grading**

The Evaluation Team considers the Rapporteurs comments and assigns an overall grade on the following scale:

**O** - Outstanding

**G** - Good

**P** - Problematic

**U** – Unacceptable

Grades assigned to individual awards are confidential to the ESRC.

* **Confirmation of Grade**

A suitable member of the ESRC Board which commissioned the project is asked to confirm or reconcile grades where Rapporteurs are not in agreement.

* **Feedback and comment**

The grade and anonymised rapporteurs’ comments are sent to researcher(s) for information. Researchers may comment within four weeks.

* **Reporting**

The Evaluation Team reports grades for all projects, in confidence, to the funding Boards through the ESRC Research Evaluation Committee Annual Report.

* **Additional Action**

All Reports are kept on file at the ESRC and since 2005, made available on the ESRC Society Today website. Reports are reviewed by the ESRC’s Communications team for dissemination opportunities. Reports graded Unacceptable are retained within the ESRC.

* **Updating**

Where a Problematic grade has been assigned, the Evaluation Team may consider re-grading upon the submission of substantial new evidence. Where an Unacceptable grade has been assigned a re-grading will be considered if a new End of Award Report is submitted. In both cases a Board Member and the Research Evaluation Committee will confirm any change of grade.

### 2.4 Failure to Submit an EOA Report

The ESRC has a responsibility to ensure the proper expenditure of public funds. No further awards will be made to any award holder whose End of Award Report is overdue (see the ESRC Research Funding Guide, available from the Registrar’s Office at HE institutions and at <http://www.esrcsocietytoday.ac.uk/RFG>)

As the ESRC makes awards to the host institutions to which the award holder is attached, it is necessary to notify the host institution if the End of Award Report becomes overdue. If you are unable, for any reason, to submit the report on time please contact the Evaluation Team immediately.

### 2.5 Deadline Extensions

In exceptional circumstances, the Evaluation Team may agree to extend the deadline for submission of an End of Award Report, if requested prior to the report due date. Requests for extensions, stating full reasons, should be sent to [**Anna.Billingham@esrc.ac.uk**](mailto:Anna.Billingham@esrc.ac.uk)

### 2.6 Further Evaluation

The Evaluation Team commissions evaluations of Programmes and groups of responsive mode grants. All such evaluations build on the End of Award Report as a first stage of evaluation. The Evaluation Team also reviews the factors that support and inhibit successful research with a view to advising ESRC policy. So we are concerned to know about the difficulties and problems encountered as well as the successes and achievements.

### 2.7 Publicity, Publication and Dissemination of Results

The attention of all award holders is drawn to the ESRC Research Funding Guide which contains the requirements for publicity, publication and dissemination of results. One of the principal requirements is that the Council’s support, including the award reference number, must be acknowledged in all publications and announcements.

### 2.8 Datasets

A machine-readable copy of any dataset arising from the research must be offered for deposit with the ESDS at the UK Data Archive within three months of the end of the award. The ESRC will withhold the final payment of an award if the dataset has not been deposited to the required standard within three months of the end of award, except where a modification or waiver of deposit requirements has been agreed in advance. All enquiries should be addressed to the Acquisitions Team, ESDS, University of Essex, Wivenhoe Park, Colchester, Essex, CO4 3SQ. Email: [acquisitions@esds.ac.uk](mailto:acquisitions@esds.ac.uk)

The ESDS maintains an informative website at [**http://www.esds.ac.uk/**](http://www.esds.ac.uk/)

### 2.8.1 Qualitative Data

Award holders submitting qualitative data should refer to the ESDS Qualidata website at **http://www.esds.ac.uk/qualidata/**

### 2.9 Research Outputs

Summary details of ESRC awards and their associated outputs are uploaded to ESRC Society Today, ESRC’s publicly available online research database. You will be contacted periodically after the award has ended to ensure that this data is correct and to allow you to add details of further outputs. ESRC Society Today is at [**http://www.esrcsocietytoday.ac.uk**](http://www.esrcsocietytoday.ac.uk)

**CHECKLIST**

# BEFORE SENDING YOUR REPORT, PLEASE CHECK THAT THE FOLLOWING ARE INCLUDED:

1 8 x Completed EOA form

2 8 x Full Report

3 8 x Any nominated outputs

4 All necessary signatures are provided

on page 3 of the EOA form

5 The ESRC Society Today declaration on

page 4 of the EOA form is signed and

outputs uploaded where relevant.

6 The Data Archive declaration on page

5 of the form is signed. Any relevant

data has been offered to the ESDS.

### PLEASE NOTE THAT THE EOA REPORT WILL NOT BE ACCEPTED UNLESS YOU HAVE MET ALL THE ABOVE REQUIREMENTS.

### Non-acceptance often results in lengthy correspondence which inevitably leads to delay in payment of the final award instalment. Additionally, as with award holders whose reports are overdue, award holders who have submitted incomplete reports will not be eligible for further ESRC funding until the report has been completed and accepted.