



# UEFA Research Grant Programme 2014 edition

## Regulations

## UEFA Research Grant Programme Regulations

### 1. Eligibility

Candidates applying for a grant must either:

- have obtained a doctorate and currently hold a research position at a university or equivalent institution; or
- be enrolled as a doctoral student at a university or equivalent institution and currently be preparing a doctoral thesis (the proposed research project must have a clear link with the field of research of the doctoral thesis).

All applicants must have an excellent command of at least one official UEFA language (English, French or German).

No joint applications will be considered. Nevertheless, applicants may be assisted by other researchers in their work. The names of other researchers involved must be mentioned in the ten-page application document. However, UEFA will only correspond with the applicant and will only mention the applicant's name (and not those of other researchers involved) in all its official communications.

Research proposals from the following research disciplines may be submitted for consideration by the UEFA Research Grant Jury:

- Economics
- History
- Law
- Management
- Political sciences
- Sociology
- Medical sciences

Although all research proposals concerning European football are welcome, proposals addressing the eleven UEFA priority topics listed below are especially encouraged. Proposals focusing on one of the specific topics listed in brackets will be given an even higher priority.

- A comparative perspective on European football (compared with other sports, other continents)
- Accreditation, ticketing and hospitality (best practises; how will people want to buy tickets in future; future economic and legal challenges of hospitality)
- Doping (food supplements and food contamination)
- Environmental issues in European football (reducing the environmental footprint of UEFA competitions)
- Evolution of the game (long-term trends from outside football which could affect its future development)
- Footballer's optimum load (appropriate number of games per season)
- Format of UEFA club competitions (sporting and economic impact of a regional approach to qualifying rounds; competitive balance in group stages)
- Interactions between sports and state legal systems

- Management of football events (development of key performance indicators to assess operational activities)
- Participation in football across Europe (methodologies for comparable measurements)
- Women's football (retention of players and other parties)

## 2. Application requirements and procedure

Application dossiers must be emailed to UEFA at [universities@uefa.ch](mailto:universities@uefa.ch). They must reach UEFA by 31 March 2014 (24.00CET) in order to be considered for the subsequent Research Grant Programme cycle. The UEFA administration will acknowledge receipt of all application dossiers.

### 2.1 Composition of the application dossier

Application dossiers must contain all the following elements (incomplete application dossiers will not be considered by the jury):

- a duly completed official application form, available at [www.UEFA.org](http://www.UEFA.org), in the section Stakeholders – Universities;
- an application document of no more than ten pages, describing the proposed research (see section 2.2);
- a one-page summary of the application document (see section 2.2);
- an ethical clearance letter, particularly for medical research and research involving minors;
- a CV of no more than two pages;
- a copy of the applicant's passport or national identity card;
- proof of registration as a university doctoral student or copy of doctorate certificate and proof of employment at a university or equivalent institution;
- copies of two academic articles published by the applicant in peer-reviewed journals (or presented at an academic conference), ideally in fields similar to that of the proposed research;
- three letters of recommendation, at least two of which must be signed by professors of universities or equivalent institutions. Only one of these letters may be signed by a representative of the university or equivalent institution to which the applicant belongs. The letters of recommendation must attest to the importance of the proposed research (in academic and European football terms) and the quality of the applicant. They must be written on official headed paper and scanned. In the case of an applicant resubmitting an application in a similar topic, the same letters of recommendation can be used as in the first application.

The entire application dossier must be written in one of the three official UEFA languages (English, French or German). It is imperative that all applicants read the UEFA Research Grant Programme Regulations and the Declaration to UEFA before filling in the application form. Please note that in case of any differences between the English, French and German versions of these reference documents, the English version takes precedence.

### 2.2 Structure of the application document and summary

The application document of no more than ten pages must contain at least the following sections:

- an introduction;
- the question(s) and hypothesis(-es) to be researched;
- justification for the research (contribution to European football and UEFA's mission):

- this section should be at least one page long and should clearly mention which stakeholder(s) of European football (UEFA, national associations, leagues, clubs, players, supporters, etc.) will particularly benefit from the research and why;
- a summary of the state of knowledge and a literature review on the research topic;
- a description of research undertaken to date by the applicant on the topic or in related fields;
- the planned methodology:
  - this section should be at least one page long and should explain in detail the methodology which will be used during the research, showing that it is the most appropriate for the purpose, timeframe and budget of the research, demonstrating that it will be correctly applied and illustrating that the researcher is aware of the latest methodological developments in the field;
- the main results expected;
- a detailed timeline:
  - given that the research should be feasible in a period of nine months, the timeline should start at earliest on 1 July and end at the latest on 31 March the following year, including the production of an interim report, to be submitted by 30 November, and the production of the final report, to be submitted by 31 March (publication of the results, e.g. via presentations in academic contexts or publications in journals, should not be mentioned);
- a select bibliography (max. one page);
- a list of the applicant's main academic publications (max. one page);
- a list of prior bursaries awarded to applicant;
- a detailed budget in euros, justifying the amount requested (max. €20,000):
  - when budgeting, applicants must anticipate at least one visit to UEFA headquarters in Switzerland to meet members of the administration interested in the research project and/or members of the UEFA Research Grant Jury;
  - the budget may cover:
    - purchase of specific material necessary for the research (this area does not include the purchase of a computer);
    - cost of living of the researcher (and potential assisting researchers);
    - cost of additional manpower (e.g. for data collection);
    - cost of travel and accommodation directly linked to the research (including at least one trip to Switzerland);
  - the budget may not cover:
    - costs related to publication of the results (e.g. participation in academic conferences);
    - university overheads.

The application document must be typed in size 12 font (1.5 line spacing) on numbered A4 pages. **No application documents of over ten pages or in a different format will be considered.**

Applicants must also provide a one-page executive summary of their application document as a separate file. The summary must be typed in size 12 font (single line spacing). It must mention the justification for the research (contribution to European football and UEFA's mission, which stakeholder(s) of European football will particularly benefit from the research and why), the research question(s) and hypothesis(-es), the planned methodology and the total financial contribution requested.

### 3. Selection procedure

Applications that meet all the requirements set out in this document will be examined by the UEFA Research Grant Jury. This jury comprises a chairman, four representatives of the European football family and four academics known internationally for their work linked to football or other sports in Europe. The UEFA administration will be involved in the pre-selection of dossiers and in an advisory capacity in subsequent stages of the process.

When considering an application, the jury will base its decision only on objective criteria, primarily those listed below:

- **the importance of the research for UEFA and its member associations** (Does the research meet a need of UEFA and its member associations, or is it aimed at only a certain number of specialists?)
- the potential impact of the research findings on decision-making (Could the research findings be used to improve current processes, structures or regulations?)
- the European dimension (Is the project of limited geographic interest or is it on a European scale?)
- the innovative nature of the research (Would the proposed research advance the current state of knowledge, or does it at least offer an innovative interpretation of existing research in the same field?)
- academic rigour (Is the theoretical basis sound? Has the current state of knowledge been considered?)
- the feasibility of the project (Can the project be realistically carried out according to the proposed timeline?)
- the clarity of the proposal (How is the proposal structured? Is it well-presented?)
- the quality of the documents attached (What is the quality of the applicant's prior research? Are the letters of recommendation convincing?)

The jury will decide how many grants to award and the level of funding to allocate in each case. Subject to the quality of project proposals received, the jury will award at least one grant to a project in the medical sciences. The level of funding awarded in each case may be higher or lower than requested by the applicant.

The UEFA Research Grant Programme selection process is divided into three stages.

1. All applications are reviewed by the UEFA administration and all proposals that do not meet the required standard or the criteria of the UEFA Research Grant Programme Regulations are eliminated. If the number of applications is high, those proposals which are perceived as having the least potential impact on UEFA and European football are also eliminated at this pre-selection stage.
2. Two members of the UEFA Research Grant Jury and an expert from the UEFA administration review the proposals that made it through the first stage. The reviewers grade and comment on the proposals and those which receive the highest grades enter the third and final stage.
3. Proposals that make it through the first two stages are reviewed by the nine members of the UEFA Research Grant Jury. The applications are then discussed at the annual meeting of the jury and a decision is taken on which proposals will be awarded UEFA research grants.

Applicants will be informed of the jury's decision no later than 30 June. Each applicant may ask to see the reviewers' main remarks on their application. Decisions by the jury are final and no appeals will be considered.

Applicants may not submit the same project proposal twice without having introduced significant changes. Nor may applicants submit more than one project during the same UEFA Research Grant Programme cycle. A researcher who has received a UEFA research grant may not submit a new application during the two subsequent editions of the programme, nor be part of a research team submitting an application.

### 4. Payment procedure and beneficiaries' obligations

Within a month of receiving notification, each applicant awarded a grant by the jury must sign the Declaration to UEFA regarding confidentiality, data protection, intellectual property, publication and public presentation restrictions and the conditions of payment and possible repayment of the grant if any of the clauses outlined in the declaration are breached. For this reason, applicants must read and fully understand the declaration before submitting a project proposal to UEFA. The declaration is available on [www.UEFA.org](http://www.UEFA.org), in the section Stakeholders – Universities. If the beneficiary of a grant does not return the signed declaration to UEFA by the set deadline, he or she will be unable to commence the research project and will miss out on the grant. If anyone other than the beneficiary of the grant is directly involved in the research, they too must sign the Declaration to UEFA.

Grants are paid in three instalments. The researcher will receive one third of the grant at the start of the project, once UEFA has received the aforementioned signed declaration (by June of each year at the latest). A second payment will be made in January, once the researcher has submitted an interim report of approximately 20 pages and this has been approved by UEFA (to be submitted by 30 November at the latest). The remaining instalment will be paid after the final report (approximated 50 pages, excluding appendixes) has been submitted and approved by UEFA. Final reports must be submitted by 31 March of the year following approval of the grant. The final report must be specifically produced for UEFA. It cannot be a journal article or part of the researcher's thesis, for example. One electronic and five hard copies of the final report must be submitted to UEFA. For the interim report, one electronic copy is required.

The researcher's key outcomes and recommendations will be presented in May or June of the year following approval of the grant. This 20-minute presentation will be held at UEFA, in front of the UEFA Research Grant Jury and experts from the UEFA administration. It will be followed by approximately 25 minutes of questions and answers.

UEFA may ask the researcher to send an update on their research and any results collected at any time during the research process. Likewise, UEFA may at any time request that the researcher submits a list of their expenditure in connection with the UEFA-supported research project.

## 5. Contact details

**UEFA Research Grant Programme**  
**UEFA**  
**National Associations Division**  
**Route de Genève 46**  
**CH-1260 Nyon**  
**Switzerland**  
**Email: [universities@uefa.ch](mailto:universities@uefa.ch)**  
**Tel. +41 22 707 2834 or +41 22 707 2919**



UEFA  
ROUTE DE GENÈVE 46  
CH-1260 NYON 2  
SWITZERLAND  
TELEPHONE: +41 848 00 27 27  
TELEFAX: +41 848 01 27 27  
[UEFA.com](http://UEFA.com)

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