

# The European Social Survey

## Round 13 Question Module Design Teams (QDT)

### Guidance for Stage 1 Applications - New modules

#### 1. Introduction

This document provides guidance for teams wanting to submit a **Stage 1 application** to design a rotating module to be included as part of Round 13 of the European Social Survey (ESS).

Please refer to the [Call Specification](#) for further information on the ESS, the question design process and Question Module Design Team (QDT) requirements. Full details of the criteria and procedures by which modules will be selected and the application timetable are also available in the Specification.

This guidance relates to applications for **new modules**, i.e. modules that either cover a wholly new topic to the ESS or cover a topic or module that has previously been included but using a different approach.

Teams wishing to apply for a repeat module should see this separate [guidance document](#).

The Scientific Advisory Board (SAB) to the ESS ERIC will evaluate all Stage 1 proposals. Teams judged to have met the minimum requirements for an ESS rotating module as set out in the Call Specification will be invited to submit a Stage 2 application.

#### 2. Format of Stage 1 applications

Applications must be made in English and comprise:

- A completed copy of the [Stage 1 application cover sheet](#).

This sets out the title of the proposed module, a brief abstract (max. 250 words) and the details of the proposed QDT head. It also includes space to declare whether the application is for a new or repeat module and whether the application is for a 30 or 15 item module.

- The main section of the application (maximum 4 sides A4).

There is no formal application form but please refer to the guidance in Section 3 for suggested sections to include. Applications should be submitted as PDFs. The application should be written in Arial font size 11 and include 2cm page margins. All pages should be numbered.

- Bibliographic references (max. 2 sides A4).

- Brief CVs (max. 1 side A4 each) for up to five QDT members, including contact details.

Applications must be submitted as a single document.

### **3. What information to cover in your application for a new module**

Stage 1 applications must demonstrate that the module is worthy of further consideration for inclusion as part of ESS Round 13. To do this, applications must demonstrate: the relevance and timeliness of the proposed module for cross-national research, its suitability to be fielded as part of the ESS, and their credentials as a potential Question Module Design Team.

The main application should include sections addressing:

#### **Rationale**

Applicants should make the case for collecting new *cross-national* survey evidence on their proposed topic. They should explain how the module will add to the existing knowledge base and contribute to theoretical and/or empirical understanding of key issues within the European arena. Applicants should (briefly) outline the theoretical approach on which the module will be based and demonstrate how the topic is relevant and timely to both academic and non-academic audiences.

If the topic to be addressed is one that has been the subject of a previous ESS rotating module, applicants should explain the team's rationale for submitting a proposal for a new module on the topic rather than a repeat of the previous module. Ideally, any explanation should be supported with evidence from the previous module.

#### **ESS suitability**

Applicants should demonstrate that it is both appropriate and feasible to field the proposed module as part of the ESS.

It should be appropriate to field the topic as part of a general social survey alongside existing questions on a range of other social and political topics rather than as part of a more specialist survey, e.g. an electoral study. The topic must be suitable to be fielded in multiple countries across a range of institutional and cultural settings. It must be feasible to ask questions about the topic via a cross-sectional survey rather than a panel design.

Round 13 will use a self-completion data collection approach, with respondents completing a web or paper questionnaire. Teams will therefore need to give consideration to how their module can be implemented in this context.

The topic must be relevant to the general population; the ESS is a representative of the adult population in each country and so most items should be relevant for all respondents (adults aged 15+), with routing targeted at population sub-groups kept to a minimum.

#### **Team expertise and experience**

Applications must demonstrate that the proposed QDT has an appropriate mix of substantive and survey expertise and suitable cross-national experience to deliver a successful module.

Please refer to the [Call Specification](#) for a list of the selection criteria the SAB will use to make their decision.

#### **4. Application submission process**

Please submit your application, including the [Stage 1 application cover sheet](#), electronically to [ess@city.ac.uk](mailto:ess@city.ac.uk). Emails should include “Round 13 module application” in the subject line.

Applications must be received by **17:00 UK time on 26<sup>th</sup> April 2024**.

Please refer to the application check list on the application cover sheet and make sure that your application includes all the necessary information and is in the correct format.

#### **5. What happens next?**

The Scientific Advisory Board (SAB) to the ESS ERIC will evaluate all Stage 1 proposals received by the closing date. Teams judged to have met the minimum requirements for an ESS rotating module, as specified by the selection criteria, will be notified by mid-June 2024 and invited to submit a Stage 2 application (closing date 11<sup>th</sup> October 2024).