



## Utrecht University Visiting Fellowship 2013-2014

**Proposals will be assessed in order of submission.**

**Last possibility to submit a proposal: 1 December 2013**

*Please read the instructions carefully. Criteria and procedure have been changed*

### 1. Introduction

To enhance the successful collaboration between Utrecht University and its strategic international partners (Utrecht University Partners, UUPs, see Annex 1), Utrecht University offers grants for Visiting Fellowships **to or from UUPs**. The purpose of these Visiting Fellowships is to initiate new collaborations in education between UU and its partners and to explore and set up (external funded) cooperation projects in education and/or research in the fields of 'Life Sciences', 'Sustainability', 'Institutions' or 'Youth and Identity'. These are the four multidisciplinary strategic themes of Utrecht University. To support a Visiting Fellowship, a maximum of €5.000 can be funded through this fellowship programme.

### 2. Grant

For each selected Visiting Fellows the Utrecht University faculty, department or institute concerned will receive a maximum grant of €5.000. Any additional funding will have to be arranged by the applicants or partner institutions themselves.

### 3. Eligibility and conditions

- Applications should concern one of the 15 UU Research Focus Areas ([www.uu.nl/EN/research/focusareas/](http://www.uu.nl/EN/research/focusareas/)) and clearly linked to one of the four strategic themes. For more information on the strategic themes, please check the UU-website: [www.uu.nl/university/research/EN/strategic-themes/Pages/default.aspx](http://www.uu.nl/university/research/EN/strategic-themes/Pages/default.aspx)
- Applications can be submitted for a visit of a Utrecht University professor (assistant, associate or full) to one of the UUPs, or for a visit of a UUP professor (assistant, associate or full) to UU.
- Do note that for both options the application should be submitted by a UU professor.
- Only complete application will be considered eligible.
- The Visiting Fellow is expected to stay at the visiting institution for at least two weeks up to a semester in total.
- The Visiting Fellow will participate actively in a teaching programme.

- The schedule of the visit(s) should be agreed upon by both the sending and receiving faculty, department or institute. They can decide to arrange the duration of the Visiting Fellowship in either one single visit or in several (shorter) visits, this will not affect the maximum grant.
- The deliverables of the Visiting Fellow will be a contribution to (post)graduate research and (under)graduate teaching by lecturing and/or giving master classes. A public lecture can be included as well.
- All teaching arrangements should be included in the application and agreed and scheduled in advance. The Visiting Fellowship should take place in the 2013-2014 academic year.
- A report, including an overview of deliverables and follow up activities, should be submitted within one month after the Visiting Fellowship has ended. Follow up results of the Visiting Fellowship will also have to be reported after one year.

#### **4. Organisation**

Based on the budget in the application the UU grant of maximum €5.000 will be transferred as an advance payment to the UU faculty, department or institute involved. After receiving the grant the sending or receiving UU faculty, department or institute is responsible for arranging all further (financial) practicalities of the Visiting Fellowship. The grant is meant to partly cover the costs for travel and stay of the Visiting Fellow. The grant does not include organisational support.

#### **5. Applications**

Applications must be submitted to [iss.oo@uu.nl](mailto:iss.oo@uu.nl) in **one single pdf-document** electronically by a UU professor (assistant, associate, full) and must include:

- A) Utrecht University Visiting Fellowship 2013-2014 application form (see below)
- B) CV of the proposed Visiting Fellow
- C1) For Visiting Fellow from UU, visiting a UUP, the application should include i) an electronic copy (scan) of a signed letter of approval by the UUP faculty dean or director of the institute, and ii) an electronic copy (scan) of a letter of support, explaining the benefits of the Visiting Fellowship and agreed teaching activities, by the director of the institute at the UUP. Both letters can be combined.
- C2) For Visiting Fellow from a UUP, visiting UU, the application should include i) an electronic copy (scan) of a letter of support, explaining the benefits of the Visiting Fellowship and the agreed teaching activities, by the director of the institute at Utrecht University, and ii) an electronic copy (scan) of a letter of support, with a motivation, for the visiting fellowship, by the UUP faculty dean and/or director of the institute.
- D) Signed statement of financial commitment (matching) of partners of UUPs and the UU group to support the Visiting Fellowship

## 6. Application procedure and criteria

The UU applicant should submit the electronic application (application form and annexes) with reference 'Visiting Fellowship 2013/2014 – [name candidate]' to the UU Office of Academic Affairs at [iss.oo@uu.nl](mailto:iss.oo@uu.nl).

The UU Advisory Committee for Internationalisation will assess the proposals and will advise the Executive Board. Submitted proposals will be assessed on basis of the following criteria:

- a. Eligibility of application
- b. Programme and expected deliverables of the fellowship (incl. teaching programme)
- c. Clear reference to (external funded) follow up initiative(s)
- d. Added value of visit for cooperation UU and UUP
- e. Motivation to nominate this person as Visiting Fellow
- f. Quality of the Visiting Fellow for the purpose of the visit
- g. Teaching and research arrangements / deliverables
- h. Budget calculation and matching
- i. Expressed financial commitment (e.g. payment of specific costs) of UUP and the UU group to support the Visiting Fellowship
- j. Application includes all required documents

A final decision is expected within 6 weeks after submission of the proposal.

The final selection of eligible candidates will primarily be based on the application criteria mentioned above. However, secondarily a fair division among UUPs and research groups at Utrecht University can be taken in account. Please note that applications will be reviewed and processed based on the order of receipt ('first come, first serve'). As mentioned before, the last possibility to submit a proposal will be 1th of December 2013.

## 7. Application and information

Complete applications should be sent **in one single pdf-document** with reference to 'UU Visiting Fellow [name candidate]' by email to [iss.oo@uu.nl](mailto:iss.oo@uu.nl).

For questions and information regarding the Visiting Fellowship programme, Utrecht University's international strategic collaboration policy you can contact Caspar de Bok, [C.F.M.deBok@uu.nl](mailto:C.F.M.deBok@uu.nl), at the UU Academic Affairs Office.



Universiteit Utrecht

## Application form

### Utrecht University Visiting Fellowship 2013-2014

*Please read the information above before you fill in this form. Criteria and procedure have been changed !*

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#### 1. UU applicant

- Title(s), first name(s), surname:
  - Department/Institute:
  - Research group:
  - Work address:
  - Telephone:
  - E-mail:
  - Website:
- 

#### 2. Proposed Utrecht University Visiting Fellow (if different from 1)

- Title(s), first name(s), surname:
  - Home Institution:
  - Department/Institute:
  - Research group:
  - Work address:
  - Telephone:
  - E-mail:
  - Website:
- 

#### 3. Contact person at receiving university (if different from 1 or 2)

- Title(s), first name(s), surname:
- Home Institution:
- Department/Institute:
- Research group:
- Work address:
- Telephone:

- E-mail:
  - Website:
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**4. Specify discipline and expertise of the Visiting Fellow** (max. 500 words)

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**5. Specify tasks and deliverables of the Visiting Fellow during the visit(s),** including an agreed teaching programme

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**6. Specify the relevance of the visiting fellowship for a specific UU focus area and/or a relevant multidisciplinary strategic UU theme at Utrecht University and the partner institutions.**

How will the fellowship contribute to initiate new collaboration in teaching and/or what specific new (external funded) cooperation projects in education or research will be explored? (max. 500 words)

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**7. Specify draft budget for the Visiting Fellowship and specify what costs will be covered from the grant and other resources.**

Requests to cover for research assistants or teaching replacement will not be granted.

(Please note that the maximum grant is €5.000 and matching is required)

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**8. Specify duration and planning of the Visiting Fellowship**

(in 2013-2014 academic year)

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## Checklist

The UU applicant should submit the complete application in **one single pdf-document** to [iss.oo@uu.nl](mailto:iss.oo@uu.nl) with reference to 'UU Visiting Fellowship 2013-2014 [name candidate]'.

Do note that only complete applications submitted by a UU professor (assistant, associate or full) are considered eligible.

Please check the list below before you submit your application:

- ☐ A) Utrecht University Visiting Fellowship 2013-2014 application form
- ☐ B) CV of the proposed Visiting Fellow
- ☐ C1) For Visiting Fellow from UU, visiting a UUP, the application should include
  - i)* an electronic copy (scan) of a signed letter of approval by the UUP faculty dean
  - ii)* an electronic copy (scan) of a letter of support, explaining the benefits of the Visiting Fellowship and agreed teaching activities, by the director of the institute at the UUP. Both letters can be combined.
- ☐ C2) For Visiting Fellow from a UUP, visiting UU, the application should include:
  - i)* an electronic copy (scan) of a letter of support, explaining the benefits of the Visiting Fellowship and agreed teaching activities, by the director of the institute at Utrecht University
  - ii)* an electronic copy (scan) of a letter of support, with a motivation, for the Visiting Fellowship, by the director of the institute at the UUP.
- ☐ D) Signed statement of financial commitment (matching) of partners of UUPs and the UU group to support the Visiting Fellowship

## **Annex 1: Utrecht University Partners (UUPs)**

The 2013-2014 call for proposals in the Utrecht University Visiting Fellowship programme is open for (assistant, associate or full) professors to or from the international strategic partners of Utrecht University and the Utrecht University Partners (UUPs), see below.

### **Brazil**

- Universidade de São Paulo

### **Canada**

- University of Toronto
- University of Victoria

### **China:**

- Chinese University of Hong Kong
- Fudan University, Shanghai
- Hong Kong University of Science and Technology
- Nanjing University
- Peking University, Beijing
- Tsinghua University, Beijing
- University of Hong Kong
- Wuhan University
- Xiamen University
- Zhejiang University, Hangzhou

### **India**

- Indian Institute of Science, Bangalore
- Jawaharlal Nehru University, Delhi
- National Brain Research Centre, Delhi
- National Centre for Biological Sciences, Bangalore
- The Energy and Resources Institute (TERI), Delhi
- University of Hyderabad

### **Mexico**

- Universidad Nacional Autonoma de Mexico, Mexico City

### **South-Africa**

- University of Pretoria
- Rhodes University
- Stellenbosch University
- University of the Western Cape

- University of Cape Town

## **USA**

- Pennsylvania State University
- University of California System (all 10 campuses)
  - UC Berkeley
  - UC Davis
  - UC Irvine
  - UCLA
  - UC Merced
  - UC Riverside
  - UC San Diego
- - UC San Francisco
- - UC Santa Barbara
- - UC Santa Cruz
- University of Illinois at Urbana Champaign
- University of Florida, Gainesville
- University of Washington, Seattle
- University of Wisconsin, Madison
- Vanderbilt University, Nashville
- Washington University in St. Louis

## **Europe:** *League of European Research Universities (LERU)*

(excl. Dutch LERU universities)

|                    |                                |
|--------------------|--------------------------------|
| <i>Belgium</i>     | Leuven University              |
| <i>Finland</i>     | University of Helsinki         |
| <i>France</i>      | UPMC, Paris 6                  |
|                    | Paris-Sud University, Paris 11 |
|                    | University of Strasbourg       |
| <i>Germany</i>     | University of Freiburg         |
|                    | Heidelberg University          |
|                    | LMU Munich                     |
| <i>Italy</i>       | University of Milan            |
| <i>Spain</i>       | University of Barcelona        |
| <i>Sweden</i>      | Lund University                |
| <i>Switzerland</i> | University of Genève           |
|                    | University of Zürich           |
| <i>UK</i>          | Imperial College London        |
|                    | University of Cambridge        |
|                    | University of Edinburgh        |
|                    | University College London      |
|                    | University of Oxford           |



