

International Fellowships for early to mid-Career Urban Scholars from the Global South

NOTICE REGARDING CORONAVIRUS OUTBREAK (COVID-19):

The Urban Studies Foundation strongly suggests that all candidates, mentors and host institutions carefully consider the feasibility of their proposed start dates due to the current coronavirus outbreak.

Document last updated: January 2021

Further Particulars

The Urban Studies Foundation (USF) is delighted to announce a further round of its International Fellowship programme enabling early to mid-career urban scholars from the Global South to take an extended sabbatical (3-9 months) in a university or other academically-accredited institution in the Global North or South. Preference may be given to candidates from least or low income countries, but middle income developing countries are not excluded if the need for support is justified. The Global South is defined here as countries on the [OECD's current ODA recipient list \(2021\)](#).

Purpose of the Fellowship

The International Fellowship is intended primarily for the purpose of writing-up the candidate's existing research findings in the form of publishable articles and/or a book under the guidance of a chosen mentor in their field of study. Research centring on issues related to governance, planning, social equity, policy, critical theory, uneven development, and urban sustainability is particularly welcome, but proposals embracing other urban topics are also encouraged.

Additionally, it is intended that such outputs should expand theoretical and empirical understanding of the major social, economic, political and other issues associated with the rapid processes of urban growth in the Global South. The programme is therefore designed to give scope to the exchange of ideas between urban scholars working in various parts of the globe. To this end, particular importance is attached to the identification and willingness of an established urban scholar working within a northern or southern institution to act as a mentor of the fellow. As part of this, the purpose of the International Fellowship also aims at:

- Fostering collaboration between an emerging researcher from the Global South and a suitable and experienced researcher.

- Building and strengthening institutional-academic networks of urban studies at a truly global scale.
- Strengthening the international profile and career path of the Fellow.
- Developing and publishing high-quality research on a topic that makes a significant contribution to the study of urbanization in the Global South and more widely. It is anticipated that the work undertaken might be of a largely theoretical nature or focused on the analysis and conceptual development of empirically-based research for which the data has already been collected. Therefore, the Fellowship is not designed for the support of primary data collection.

Criteria for appointment of the Fellow

- PhD in a relevant subject awarded within the last 10 years (by the application deadline). Relevant disciplines include geography, political science, economics, sociology, demography, planning; though this list is not exhaustive.
- Originality and the quality of the proposed sabbatical research.
- Previous academic achievements. Applicants will need to provide evidence of their achievements to date, e.g. publications, papers at international conferences, etc.
- Currently resident in a country in the Global South, and have a formal affiliation with a university or other higher education and/or research institution in the Global South.
- A national of a country belonging to the Global South, defined here as countries present on the [OECD's current ODA recipient list \(2021\)](#).
- The fellowship is entirely self-managed, and the USF cannot assist with issues surrounding negotiations between candidates and prospective mentors or host institutions.
- Please note that previous International Fellows are not eligible to apply for a second fellowship. Only one application per candidate, per call, is allowed.
- The fellowship must begin within one year of the closing deadline. Requests to delay or defer the fellowship must be submitted in writing to the USF.
- *The Urban Studies Foundation strongly suggests that candidates, mentors and host institutions carefully consider the feasibility of their proposed start dates due to the current coronavirus pandemic.*
- The fellowship must be taken up at a different institution to the candidate's current position.

Expectations relating to the mentor and the host institution

- The mentor should ideally be a scholar with a strong track record of research excellence in urban studies and relevant mentoring experience.
- It is anticipated that the mentor will be willing to assist the progress of the Fellow to ensure that they are able to fully realise their writing ambitions during the sabbatical period, possibly followed by jointly authored publications.

- There should be a match or a clear compatibility of research interests between the Fellow and mentor.
- There should be a suitable research environment in the host institution to stimulate and support the Fellow's research.
- A visit of the mentor to the Fellow's country is also permitted to enhance the mentor's understanding of the Fellow's research context and for the mentor to provide effective advice for the Fellow's research. This is optional rather than compulsory, and can be included in the budget of the fellowship proposal if appropriate and justified (see below).
- The USF would encourage mentors and host universities to explore exemption or discount of "bench fees" for Fellows, if such bench fee for visitors is a university policy.
- All mentors should consult the additional **Mentorship Guidelines** document to ensure they are able to provide the support expected, available on the USF website.

Budget requirements

- The requested budget must be reasonable, well-justified, and include all costs relating to the fellowship (e.g. travel, accommodation, food, visa costs, university 'bench fees', etc.). Applicants should therefore ensure that they have carefully researched all likely expenses, and of any size (e.g. travel to and from visa appointments, host institution enrolment/on-boarding costs, additional travel documents required, etc.).
- Living costs should be budgeted at a modest rate relative to the local cost of living. All travel must be economy class.
- Budgets must be well-documented, with all budget items over GBP £500 clearly documented with supporting evidence (e.g. flight prices, quotes for accommodation, local cost of living rates, etc.). Evidence supporting the budget costs should be attached as a single pdf, and should clearly demonstrate that the applicant has carefully researched a realistic and reasonable budget for the fellowship.
- Funding is not available to support the purchase of equipment or other research costs associated with primary data collection, for which this award is not intended.
- Budgets must be applied for in GBP currency, and are only payable in GBP currency. All conversions should be made using [Oanda](#) currency rates.
- A small budget may be included in the application for the mentor to assist the Fellow to reach their intended research programme aims should this be appropriate (e.g. to attend a suitable conference with the Fellow, or to visit the Fellow's home institution).
- There is an additional amount of limited funds available to support extra-ordinary costs incurred during the fellowship due to either: (a) caring responsibilities for dependent persons, or (b) disability. Please see below for more details ('Award support fund'). Applicants should indicate on the application form (via check-box) if they wish to apply for such funds, but will **not** be invited to submit a budget for these separate funds unless they

have been short-listed for the award. Therefore, do **not** include any costs in the main application budget which may fall under the 'Award Support Fund' category above. This must be applied for separately (see terms below).

Award support fund

The USF is committed to supporting scholars who may incur extra-ordinary costs during their fellowship due to either: (a) caring responsibilities for dependent persons, or (b) disability. As a result, all short-listed candidates may apply to an additional limited source of support funding for these reasons.

The two eligible reasons to apply for these funds are defined as follows:

1. **Extra-ordinary care costs** are defined here as additional care costs for dependent person(s) (e.g. children, elderly family members, etc.) that may be incurred as a result of taking-up the International Fellowship. For example, this may include but is not limited to: additional hours of care provided to dependent person(s) whilst the awardee is away on sabbatical, or additional travel costs if a dependent person(s) must travel with the awardee to the sabbatical destination. In all cases, the need for such support should be clearly exceptional, and *where no reasonable alternative is possible*. Such costs **do not** include normal costs already associated with the care of dependent person(s), e.g. normal provision of food, accommodation, daily transport for dependent person(s). Applicants wishing to apply for support to cover such costs should be prepared to submit a statement and evidence that clearly justifies their case. An application for award support funding will only be invited in the event that the fellow is short-listed for the award.

2. **Extra-ordinary disability costs** are defined here as additional costs which might be incurred as a result of taking-up the International Fellowship for disabled persons, where disability is defined in UK law, via the Equality Act 2010, as "a physical or mental impairment which has a substantial and long-term adverse effect on a person's ability to carry out normal day-to-day activities." Such costs may include but are not limited to: small purchases of additional equipment, slightly increased accommodation costs, or slightly increased travel costs, etc. Applicants wishing to apply for support to cover such costs should be prepared to submit a statement and evidence that clearly justifies their case. An application for award support funding will only be invited in the event that the fellow is short-listed for the award.

Applying for additional support

These additional and limited funds must be applied for **separately** in the event that the candidate is short-listed for this fellowship. Candidates should therefore indicate (via a check-box) whether they intend or need to apply for these funds at the time of submitting their original application, and will **only** be invited to submit an award support fund application should they be short-listed for the award. Whether or not a candidate wishes to apply to this funding is neither considered by, or

known to, the panel during the initial assessment of proposals. Therefore, *do not include such additional costs in the main application budget.*

There is no guarantee that short-listed candidates will be offered any additional funding, and each application for this funding will be assessed based on (a) the funds available and (b) the individual case for support. Indeed, in some cases the USF may only be prepared to offer a portion of the requested funds, and reserves the right to make such a reduced offer. Any decision made on such funding is final, and the USF will not enter into any discussion surrounding decisions on such supplementary funding. Prospective candidates who may wish to apply for award support funding are strongly encouraged to contact the USF Director of Operations to discuss any questions they may have about this funding prior to application: joe.shaw@glasgow.ac.uk

Method of Application

Candidates must complete the online application form no later than **30th April 2021**. The application must include:

- Applicant information including: contact details, recent education, recent academic roles, and the names and contact details of two academic referees. Both referees should be prepared to submit blind letters of recommendation to the Urban Studies Foundation upon request. Referees should be suitably senior supervisors, mentors or colleagues of the applicant (e.g. PhD supervisor, line manager, etc.) who can comment on the applicant's suitability and qualification for the fellowship.
- Fellowship proposal information including dates, mentorship and host institution arrangements.
- A draft budget in GBP with main cost items, including documentary evidence for all cost items above GBP 500 uploaded as a single pdf (e.g. flight prices, quotes for accommodation, local cost of living rates, etc.).
- A proposal (in English language) that includes: an outline of the planned research (1200 words maximum), intended outputs (300 words maximum), designation of the host institution (300 words maximum), and a statement of how the candidate's chosen mentor will support and facilitate the proposed research (300 words maximum).
- Proof of applicant's nationality, and therefore eligibility for the award.
- Applicant CV listing academic achievements and publications (3 pages maximum).
- Short CV from the mentor which includes any previous mentoring experience (3 pages maximum).

- Supporting letter from the prospective mentor stating their willingness to act as a mentor to the fellow, and indicating the suitability of the host institution for the proposed sabbatical study (2 pages maximum).

In addition, all applicants will be requested to voluntarily complete an **anonymous** Equality & Diversity Monitoring Form after the application deadline. This form and any information volunteered with it is **not** used in the assessment process and will be separated from individual applications. It is only used for monitoring who applies to USF awards on aggregate, so that the USF may regularly assess and improve how it advertises and administers its grant funding.

Decisions will normally be made within one month of the closing deadline for this award, and all applicants will be contacted regarding their application outcome. The USF regrets that it cannot offer any feedback on applications, and all decisions are final.

Further general terms regarding applications to USF funding may be found in the [USF Code of Practice](#).

Candidates wishing to discuss their application informally, or with questions regarding the online application process, should contact USF Director of Operations Joe Shaw: joe.shaw@glasgow.ac.uk