# **Postdoctoral Research Fellowships 2021**

# **HEI Support Form**

1. This form must be completed by the named HEI (Higher Education Institution) in support of applications to the Urban Studies Foundation’s (USF) Postdoctoral Research Fellowships grant funding scheme. It should be returned to the applicant as a single pdf file, maximum 5mb, and submitted by the applicant along with their application via the USF website.
2. **Word limits should be strictly adhered to and the USF reserves the right to discard applications where these limits have been exceeded.**
3. All HEI representatives should ensure that they have consulted the scheme Further Particulars for this award, which are available on the [USF website](https://urbanstudiesfoundation.org/funding/postdoctoral-research-fellowships/).
4. Any questions regarding this form should be addressed to the USF Director of Operations, Joe Shaw: [joe.shaw@glasgow.ac.uk](mailto:joe.shaw@glasgow.ac.uk)

## **1. HEI details**

|  |  |
| --- | --- |
| 1. **Name of HEI:** | 1. <enter here> |
| 1. **Name of specific department, school, unit, research cluster, etc. to which the applicant will be attached:** | 1. <enter here> |
| 1. **Website for the above named HEI department/etc.:** | 1. <enter here> |

## **2. HEI representative**

|  |  |
| --- | --- |
| 1. **Title:** | 1. <enter here> |
| 1. **Full name:** | 1. <enter here> |
| 1. **Email:** | 1. <enter here> |
| 1. **Phone:** | 1. <enter here> |
| 1. **Full contact address at HEI:** | 1. <enter here> |
| 1. **Capacity in which you are completing this section (e.g. as Principal of HEI, Head of Department, Research Officer, etc.):** | 1. <enter here> |

## **3. Statement of HEI support**

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| 3.1. Statement of the envisaged (approximate) salary per annum (in £ Sterling) that you will pay the applicant, if awarded this USF grant, with some justification (in terms of mapping the applicant’s career stage, status and achievements on to your existing pay scales) (maximum 250 words, please use the Oanda website to convert local currency to £ Sterling). |
| 1. <enter here, maximum 250 words> |

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| 1. 3.2. Statement of the support that your HEI undertakes to provide for the applicant in pursuit of their research programme and career development. This can include both monetary and in-kind support, including, for example, access to HEI funds / awards. This field may include details of other research expenses and support costs that will be made available to the Fellow above the gross annual salary (and which may be drawn either fully or partially from the total USF award, or as an in-kind contribution). (maximum 250 words) |
| 1. <enter here, maximum 250 words> |

## **4. Submission declaration**

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| 1. As HEI representative you confirm that: 2. (1) if the candidate is successful in applying for this funding, your HEI will undertake to meet your commitments to the applicant (in terms of salary and other support); 3. (2) all information you have supplied in this application form is true, correct and complete; 4. (3) you consent to the storage, processing and use of the information contained in this application form as described in the Urban Studies Foundation Privacy Notice (available at <http://urbanstudiesfoundation.org/privacy-notice>); 5. (4) you agree to be bound by the decision of the Urban Studies Foundation awarding panel in relation to this application, and understand that their decision is final; and   (5) you have not exceeded the stated word limits above.   1. Please note: an electronic signature is acceptable. | | | |
| 1. Signature: |  | 1. Date: |  |