

## **Application Guidelines for**

### **Funding and Organisation of an Individual Fellowship**

#### **at the Maria Sibylla Merian Institute for Advanced Studies in Africa (MIASA)**

The Institute supports innovative research projects through individual fellowships.

### **Fellowship Conditions**

The programme comprises one scheme directed at early career researchers (completed PhD plus one to six years post-doctoral experience) and one scheme directed at senior researchers (completed PhD plus a minimum of six years post-doctoral research experience or a tenured professorship or equivalent permanent position).

In general, MIASA fellowships support fellowships of 3 to 5 months duration.

Selected applicants are offered a Senior or Junior Fellowship at MIASA with all the corresponding rights and obligations for the duration of the fellowship. Within the current selection round, fellowships are awarded for the period between September 2020 and August 2021.

MIASA will cover the fellow's salary on the principle of "no loss, no gain", or the salary of a teaching replacement up to a maximum of a standard wage for a full professor (senior fellowship) or a lecturer (junior fellowship). The fellows' salary costs will be paid directly to his/her home institution. Furthermore, fellows will receive a monthly allowance of 400 €. For fellows affiliated with an African institution at the commencement of the IFG, this monthly allowance will be 1.000 €.

Non-affiliated senior fellows receive a monthly grant of 2.000 € in total. Non-affiliated junior fellows will receive a monthly grant of 1.200 €.

For all fellows MIASA will provide accommodation and reimburse travel costs. In addition, a contribution to support research undertaken at MIASA (max. 250 €/ fellow month) can be granted upon application.

The Institute provides its fellows with modern office space and an up-to-date infrastructure. Fellows have full access to all library services at the University of Ghana.

### **MIASA Activities and Responsibilities**

The expectations that accompany a MIASA fellowship include a clear commitment of the researchers to the proposed project, full-time presence at the Institute and active participation in the Institute's academic and cultural events. Any periods of absence of more than one week require the directors' approval. These expectations are clearly set out in the fellowship agreement signed by the fellow and MIASA.

These shall include but not be limited to:

### **1. A Weekly Seminar**

The fellow must attend the institute's seminars.

### **2. Guest Lecture**

Each fellow must give at least one guest lecture on a relevant postgraduate course in the curriculum of the University of Ghana.

### **3. MIASA Events**

Fellows must participate in formal, social and cultural events organized by MIASA.

### **4. Reports**

The fellow must submit a final report by the end of the fellowship.

### **5. Publications**

The academic results of the fellowship remain the full property of the fellow. However, all publications, presentations, awards and other outputs resulting from the fellowship are required to be branded "Supported by the Merian Institute for Advanced Studies in Africa (MIASA), University of Ghana and the Federal Ministry of Education and Research, Germany" ("MIASA Branding").

The fellow must update MIASA about the her/his output and send to MIASA a digital and hard copy of the output within one month of their publication or presentation. Additionally, the fellow will include MIASA Branding in lectures, seminars, and conferences where he or she presents the results. When presenting at another institute during the fellowship, a fellow is required to mention her/his current status as a MIASA fellow.

## **Application**

Candidates apply exclusively through the online application portal. The completed application form together with the required documents has to be uploaded on the application webpage (<https://frias.wufoo.com/forms/miasa-individual-fellowships-202021/>) and submitted by September 30, 2019; 24.00 h CET. After submission of the documents applicants will receive an acknowledgement of receipt providing contact details and including a copy of their submission.

The four required documents (see 1-4 below) must be written in English and formatted as follows:

Formatting: font Arial, 11 pt, line spacing 1.5, all margins 2.5 cm.

Page limits may not be exceeded.

All required documents should be in pdf format. Materials 1 – 4 are to be included in one pdf-file.

1. Cover page (max. 1 page).

- a. Title, name (last, first), e-mail address, link to webpage (optional)
- b. Date of doctorate (PhD defense)
- c. Current institution (Name of institution/city/country)
- d. Research field
- e. Project title
- f. The two most important reasons why choosing MIASA.

2. Project proposal (max. 6 pages).

The compulsory structure of the project proposal is as follows:

- a. Research field, title and short abstract of the research project.
- b. Aims, theoretical framework and methodology of the project.
- c. Work plan and feasibility (time schedule and projected costs).
- d. Innovative potential, originality and relevance of the project.
- e. Added value of conducting research at MIASA (both for the applicant and the local research community at the University of Ghana).
- f. Bibliographical references.

3. CV in tabular form (max. 2 pages).

4. Publication list (in the senior scheme: especially of the last ten years) highlighting the most important publications and the most important project-specific publications (max. 2 pages).

We do not accept applications submitted by email or surface mail.

## **Selection**

The selection of fellows is competitive and strictly merit-based.

The all-important selection criteria are the academic excellence of the applicant and the research proposal. Additionally, what will be taken into account are the required experience and capability to conduct the research project as well as the fit of the proposed topic with MIASA's umbrella topic and overall aims.

The selection process involves three steps:

1. Eligibility check: In order to be eligible for application, candidates must fulfill all of the eligibility criteria listed in the eligibility section below.
2. Peer review by external experts: in the second stage, the eligible proposals are forwarded to external experts who evaluate the research project and the CVs.
3. Final selection by the MIASA Academic Advisory Board.

Decisions about the fellowships will be announced by the end of February 2020.

## **Eligibility**

In order to be eligible, candidates must fulfil the following eligibility criteria:

- Eligible for application are junior and senior researchers from all countries after completion of their PhD (at the time of the application deadline) in a relevant discipline of the Humanities or the Social Sciences.
  - Junior scheme: completed PhD plus one to six years post-doctoral experience at the time of the application deadline (Time off for family or medical reasons or non-academic professional activities is not counted towards these six years)
  - Senior scheme: completed PhD plus a minimum of six years post-doctoral research experience or a tenured professorship or equivalent permanent position at the time of the application deadline.
- Applicants must submit the complete application dossier by the specified deadline. Incomplete or late applications will not be considered. Formatting rules have to be observed. Page limits may not be exceeded.
- The proposal must meet the standards of academic English in international research.

## **Contact**

For further details please contact us at MIASA under [miasa@ug.edu.gh](mailto:miasa@ug.edu.gh)