

UvA FGw Aspasia Fund

Call for proposals

Annex I: Guidelines for drawing up applications

An application consists of three parts:

1. the application
2. the curriculum vitae
3. the statement of consent from the Department Chair and from the director of the Research School

The full application is submitted as one file in PDF format and send to subsidie-fgw@uva.nl.

Part 1: Application format

Part 1 is drawn up in English. Applicants are asked to use the following Application format:

1. TITLE OF THE RESEARCH PROJECT

Provide a short title of the proposed research project.

2. APPLICANT

Give your name and affiliated research school.

3. TYPE OF GRANT

Indicate which grant type (NWO Vidi/NWO Vici/ERC St/ERC Cons/ERC Adv) you will submit a proposal for and the closing date for submission.

4. DESCRIPTION OF THE PROPOSED RESEARCH PROJECT (max. 400 words, excl. references)

Make clear whether you will use the Aspasia Fund for:

- a. preparing an application for a personal grant, or
- b. substantially strengthening your publication list in order to increase the chance of success for future grant applications.

Provide a description of your ideas for the proposed research project, taking into account the requirements that apply for the type of grant in question. A fully-fledged proposal is not required.

5. SUBSTANTIATING STATEMENT (max. 250 words)

Describe why you are eligible to conduct the proposed research in light of the requirements that the type of grant imposes on applicants.

6. RELEVANCE TO THE RESEARCH SCHOOL AND/OR RESEARCH PRIORITY AREA

Describe the relevance of the proposed research project for the research programme of one of the schools and/or priority areas of the faculty.

7. WORK PLAN

Provide a work plan for drawing up the research application, based on a release time from teaching duties of 0.2 FTE for 6 months or 0.1 FTE for 1 year (for the academic year 2019-2020). In doing so, take account of the closing date for submission that is applicable to the type of grant. In

case you choose option *b*. please consider the time for the writing of the publication. Furthermore, integrate the corresponding support track organized by the Grant team Humanities into your work plan (see <https://medewerker.uva.nl/en/humanities/a-z/a-z/a-z/content/folder-2/grant-team/support-tracks-for-individual-grants>).

Part 2: Curriculum vitae

Part 2 is drawn up in Dutch or English. Applicants are asked to use the following CV format:

- **PERSONAL INFORMATION**

Family name, First name:

Date of birth:

Research School/research priority area:

URL for web site:

- **EDUCATION**

199? PhD
 Name of Faculty/ Department, Name of University/ Institution, Country

199? Master
 Name of Faculty/ Department, Name of University/ Institution, Country

- **CURRENT POSITION(S)**

201? – 201? Current Position
 Name of Faculty/ Department, Name of University/ Institution/ Country

200? – Current Position
 Name of Faculty/ Department, Name of University/ Institution/ Country

- **PREVIOUS POSITIONS**

200? – 200? Position held
 Name of Faculty/ Department, Name of University/ Institution/ Country

200? – 200? Position held
 Name of Faculty/ Department, Name of University/ Institution/ Country

- **FELLOWSHIPS AND AWARDS**

200? – 200? Name of Faculty/ Department/Centre, Name of University/ Institution/ Country

200? Award received from Name of Institution/ Country

198? – 199? Scholarship, Name of Faculty/ Department/Centre, Name of University/ Institution/ Country

- **SUPERVISION OF GRADUATE STUDENTS AND POSTDOCTORAL FELLOWS**

200? – 200? Number of Postdocs/ PhD/ Master Students
 Name of Faculty/ Department/ Centre, Name of University/ Institution/ Country

- **TEACHING ACTIVITIES (if applicable)**

200? – Teaching position – Topic, Name of University/ Institution/ Country

200? – 200? Teaching position – Topic, Name of University/ Institution/ Country

- **ORGANISATION OF SCIENTIFIC MEETINGS (if applicable)**

201? Please specify your role and the name of event / Country
200? Please specify type of event / number of participants / Country

- **INSTITUTIONAL RESPONSIBILITIES (if applicable)**

201? – Faculty member, Name of University/ Institution/ Country
201? – 201? Graduate Student Advisor, Name of University/ Institution/ Country
200? – 200? Member of the Faculty Committee, Name of University/ Institution/ Country
200? – 200? Organiser of the Internal Seminar, Name of University/ Institution/ Country
200? – 200? Member of a Committee; role, Name of University/ Institution/ Country

- **COMMISSIONS OF TRUST (if applicable)**

201? – Scientific Advisory Board, Name of University/ Institution/Country
201? – Review Board, Name of University/ Institution/ Country
201? – Review panel member, Name of University/ Institution/ Country
201? – Editorial Board, Name of University/ Institution/ Country
200? – Scientific Advisory Board, Name of University/ Institution/ Country
200? – Reviewer, Name of University/ Institution/ Country
200? – Scientific Evaluation, Name of University/ Institution/Country
200? – Evaluator, Name of University/ Institution/ Country

- **MEMBERSHIPS OF SCIENTIFIC SOCIETIES (if applicable)**

201? – Member, Research Network “Name of Research Network”
200? – Associated Member, Name of Faculty/ Department/Centre, Name of University/
Institution/ Country
200? – Funding Member, Name of Faculty/ Department/Centre, Name of University/
Institution/ Country

- **MAJOR COLLABORATIONS (if applicable)**

Name of collaborators, Topic, Name of Faculty/ Department/Centre, Name of University/ Institution/
Country

- **CAREER BREAKS (if applicable)**

Exact dates Please indicate the reason and the duration in months.

- **LIST OF PUBLICATIONS**

Only mention those publications that have been published or have been accepted for publication.

Part 3: Statements of consent

Include a statement of consent from the Department Chair, ensuring release from teaching duties should the grant be awarded. Also include a statement of consent from the director of the Research School, stating that the intended proposal fits within the research profile of the school.