Fellowships on Family Planning, Fertility and Urban Development

Deadline for submission: 3 September 2018

INSTRUCTIONS (English)

Create and validate your account: To submit your application you will first need to create an account using your email address at: https://urbanfp-iussp.smapply.io/prog/iussp_fellowship_programme_for_family_planning_fertility_and_urban_development/ . You will not be able to proceed with the application until you go to your email inbox and open the automatic email sent from norreply@smapply.io and click the link in green that will take you to the Applicant portal. If you do not find the email in your In Box, please check your Spam box. For those using university or government email servers, you may have to check with your administrator to make sure smapply emails are not blocked by the server.

Questions d'admissibilité:
Before you can start filling in the application, you must first respond to several questions designed to ensure you are eligible for the fellowship. If it is determined you are not eligible, you will not be allowed to access the application.

Application: Once pass the admissibility test you can begin to fill in the application, you can save your changes and return to complete the application later using your login and password for your account. Don't forget to save your changes before leaving a page (even if it is just to upload a document), otherwise the information you entered may be lost and you will need to re-enter the information.

Please respond to all the questions and respect the word limits for each section. In order to assist you please find a list of sections and questions for the online application with the associated word and character limits. It may be best to prepare your responses in advance and copy paste.

Once you have filled in all the information, signed the application, and uploaded all required documents, and made a final review of the information, you will need to **submit the application so that it can be sent on for review.**

IUSSP Urban Family Planning Fellowship

FULL APPLICATION FORM

1. Personal information

Last name/Surname: First name: Middle name or initial:

Gender (sex):   Date of birth: dd/mm/yyyy

Citizenship :

2. Education *(Please provide information on your PhD and also any other graduate degrees you have earned: Masters, MD, JD, etc***.)**

PhD:

Date PhD Awarded: University and academic department awarding PhD:

Dissertation title:

Name and title of dissertation adviser and advisor's university:

Other graduate degrees:

Degree title: Date awarded:

University and academic department:

3. Employment History since PhD awarded:

Current position:

Job title:

Employer name and address:

Type of contract (permanent, short-term):

Date Started:

Previous employment since award of PhD (if any)

Job title:

Employer name and address:

Type of contract (i.e. permanent, short-term):

Start date: End date:

4. Publications (*List up to 5 of your best/recent/important peer-reviewed publications (include date, co-authors, title, journal or book name)*

      1)

      2)

      3)

      4)

      5)

RESEARCH PROPOSAL

Evaluation Criteria: Applications will be assessed on several criteria including quality of candidate, research quality, innovation, policy relevance, relevance of setting and subpopulation, and feasibility. Priority will be given to research questions of direct policy or programmatic value and potential for influencing urban policy beyond the demographic and public health communities.

1. Title of research project (up to 100 characters)

2. List the city or urban regions and country which will be the focus of the study: 1

3. Institution where you will be based during the research period:

4. Abstract (maximum 300 words)

5. List 5 key words that best describe your study's focus:

1)

2)

3)

4)

5)

6. Describe the study population – including country/city and subgroup definitions (maximum 100 words)

7. What is (are) your research question(s) (maximum 300 words)

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8. Justification: Explain how your research adds value, what gaps it fills, and how relevant is it to the call (maximum 500 words)

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9. Data Sets: Select the type of data you will be using for this study and answer the related questions

A. Secondary data

1) Describe data sets to be used (maximum 100 words)

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2) Discuss data analysis methods and any complications you foresee (maximum 150 words)

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B. Fieldwork (answer only if you will be collecting original data)

1) Describe sources of data, sample size, location (150 words maximum**)**

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2) Describe any ethical issues with fieldwork, whether you expect to need IRB approval, and if so, what body would offer it. *Note that we are not expecting steps towards IRB approval at this stage. (maximum 500 words)*

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10. Methods – What methods do you intend to use to analyze the data, whether secondary or primary? Please indicate if you anticipate problems with selectivity, measurement error, direction of causality, etc. (200 maximum words)

11. Target Audience – Who do you foresee as primary and secondary audiences for this research (maximum 100 words)

12. Describe the policy relevance and potential policy influence of this research (200 words maximum) *(You are also invited to upload any relevant articles or videos, letters from policy makers or NGOs that support the policy or programme relevance of the research topic in the upload section of the application).*

Upload a relevant bibliography for the research project in the document upload section of the application in Word, PDF)

PROJECT DURATION, SCHEDULE AND WORK PLAN

1. By what date could you begin research?   dd/mm/yyyy

2. What is the approximate number of months that will be required to complete the research and produce a report of results? Select: 12, 24 or 36 months/or enter <u>number</u> of months

3. How much of your time during the fellowship period will you devote to working on this project?
Select: a) full time   or   b) part-time

5. How would these fellowship funds help release your time for this study? (maximum 100 words)

6. Please describe your plans for carrying out the study, with time frame. If desired, you may upload a separate document (up to one page) with timeline and other details in the upload section. (maximum 200 words)

6. Project budget. Please provide an indicative project budget: enter amount in USD
$_____

Please upload a budget in the upload section describing the types of support you will need to carry out the project (including categories and amounts) with the understanding that detailed negotiations will precede any award. The committee will consider 1-year projects and a very limited number of projects of up to 3 years, with sufficient justification. Finalists will be asked to offer more detail on budgets at the next stage of review. A typical budget we expect to receive is US$40,000 for a two-year project. Please note that insurance cannot be covered by this award and institutional overheads must be included in the total project budget and cannot exceed 15% of the total budget.

7. (Optional) Opportunity for training. Since this program is designed to build capacity, we envision offering support for fellows to learn new skills relevant to their research proposal, if needed. If you foresee that improving your skills in a given area would benefit your study, please explain: (maximum 150 words)

8. Additional information: Please share any additional relevant information that did not fit elsewhere in the application form (500 words maximum).

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8. References: Please offer the names, titles, institutions and contact information for 3 references who know your work. (Note we are not asking for letters of reference from them at this point.)

      1.

      2.

      3.

Permission for use and disclosure of information:

By way of submitting an application under this call for competitive grants, the applicant asserts that all information provided is correct and truthful and consents to the disclosure of the documents submitted by the applicant to the reviewers involved in the selection process, both within IUSSP and externally. The applicant further consents to the disclosure of his or her name and the name of the proposed project, in any announcement of selected proposals. Finally, all original data generated should be made publicly available. (Add electronic signature)

DOCUMENTS TO UPLOAD (Please make sure to save your application before proceeding to upload any documents)

1. **Project Budget (required)**
2. **Work plan and Calendar (optional)**
3. **Bibliography of references (required)**
4. **Policy Relevance (optional)**

Once you have completed filling in the application and uploaded all supporting documents, please make sure to submit your application for review by clicking on "Submit and Review".