

## **INSTRUCTIONS FOR APPLICANTS—Title VIII-Supported Short-Term Grant**

This document contains instructions and the application form for the Kennan Institute's Title VIII-Supported Short-Term Grant. Please take a moment to review the various research grants offered by the Kennan Institute on our website: [www.wilsoncenter.org/kennan](http://www.wilsoncenter.org/kennan). After reviewing the list, should you decide that you would rather apply for one of the Institute's other grant programs, please download the proper application form, if any. Academic participants must possess a master's degree or higher. For non-academics, an equivalent degree of professional achievement is expected. Please keep in mind that **only U.S. citizens are eligible for Title VIII scholarships**. The Kennan Institute is committed to creating a diverse and inclusive environment, and encourages applicants of all backgrounds to apply. All qualified applicants will receive consideration for fellowships based solely on their merits.

The Title VIII Short-Term Scholarship offers a monthly stipend of \$3,500, research facilities, and computer access. Scholars are required to be in residence at the Kennan Institute, Wilson Center in Washington, D.C. for the duration of the grant. Awardees are expected to begin their appointments within six months of accepting the fellowship.

### **The Application**

1. the following individual application form
2. a project proposal and title (not to exceed 1,000 words)
3. a curriculum vitae, including publications (not to exceed 5 pages)
4. two letters of recommendation

*Please note all materials must be in English.*

**Applications should be scanned and sent as PDF files by email (please note the individual application form is a fillable PDF file). Please contact Kennan Staff ([kennan@wilsoncenter.org](mailto:kennan@wilsoncenter.org)) if you are unable to submit documents by email. Do not send sample publications.**

**THE PROJECT PROPOSAL IS THE MOST IMPORTANT ELEMENT IN THE SELECTION PROCESS. It is essential that you make your project clear to individuals outside your own field and explain its broader implications, including policy relevance.**

The elements requested below should be incorporated into the text:

1. a detailed description of the topic and its policy relevance beyond the interests of the specific field of study
2. the originality of the proposed study
3. the methods or approaches to be used
4. a brief discussion of how you or your project will foster communication between the world of ideas and the world of public affairs.
5. the feasibility of completing your project in the time proposed

### **Letters of Recommendation**

It is your responsibility to have two signed letters of reference **sent directly** to the Kennan Institute by the deadline. Scanned copies of signed letters sent to us by email are acceptable. Your referees should be familiar with you and your work. Along with a copy of your proposal,



you should also send your referees a copy of the letter of instruction, included with this packet, which they can use in preparing their comments about your proposed study and your qualifications for undertaking it. They may also comment upon how you and your work would contribute to the Center's goal of bridging the gap between the worlds of scholarship and public affairs.

**Deadline: All application materials must be received by the date listed at <https://www.wilsoncenter.org/opportunity/kennan-institute-title-viii-supported-short-term-grant>**

Applications will be reviewed by an expert committee.

**All materials should be sent to:**

**Email:** [kennan@wilsoncenter.org](mailto:kennan@wilsoncenter.org)

**For more information, please call:**

1(202) 691-4100

**Kennan Institute Title VIII-Supported Short-Term Grant**

**APPLICATION FORM**

**PERSONAL DATA** *(Please complete using Latin letters. Write your name as it appears on your international passport.)*

<i>Last name</i>	<i>First name</i>	<i>Middle Initial</i>
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Home Address: \_\_\_\_\_ Work Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Home telephone \_\_\_\_\_ Work telephone \_\_\_\_\_

E-mail \_\_\_\_\_ Fax \_\_\_\_\_

Professional title and institutional affiliation \_\_\_\_\_  
\_\_\_\_\_

Citizenship \_\_\_\_\_ Date of Birth \_\_\_\_\_ Sex \_\_\_\_\_  
*day/month/year M or F*

Proposed dates of fellowship \_\_\_\_\_

Field of Study \_\_\_\_\_

**PROJECT INFORMATION**

Title of Project \_\_\_\_\_

**100-WORD PRECIS OF ATTACHED PROJECT PROPOSAL AND ITS SIGNIFICANCE**

**EDUCATION**

Undergraduate B.A./B.S.(Date, Institution, Major Field) \_\_\_\_\_

Ph.D. or *Kandidat Nauk* \_\_\_\_\_

Title of Dissertation \_\_\_\_\_

*Doktor Nauk* (if applicable) \_\_\_\_\_

Title of Dissertation \_\_\_\_\_

M.A./Other \_\_\_\_\_

**PROFESSIONAL/OCCUPATIONAL EXPERIENCE** (*List current position first*)

Dates	Organization	Position
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**FELLOWSHIPS/HONORS RECEIVED** (*List most recent first*)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please list any languages you are proficient in besides English *Rate language ability, using the terms Excellent, Good, Fair, and Poor.*

Language	Ability
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____

**To the Referee:**

The person who sent this to you is applying for a Title VIII Short-Term Research Scholarship at the Kennan Institute of the Wilson Center to undertake the attached project proposal. The applicant has identified you as one of two individuals who are familiar with the applicant's work and qualifications and who would be asked to comment specifically on the proposed study and the applicant's ability to undertake it.

We would appreciate receiving from you a full and candid evaluation both of the candidate and of the proposed study project. The basic criteria for selection of scholars are:

- 1) the importance and originality of the project (the quality of the project proposal and the degree to which the key questions have been identified and a promising approach outlined);
- 2) the applicant's scholarly capabilities, achievement, and the ability to accomplish the proposed project; and
- 3) the likelihood that the work, when completed, will advance basic understanding of the topic under study and represent a substantial contribution to the body of knowledge about it.

You should also be aware that the Kennan Institute and the Wilson Center strive to encourage active scholarly dialogue and exchange of views and perspectives among fellows and between them and the public at large. While working on their projects, fellows are also members of an intellectual community who are encouraged to participate in the institutional life of the Wilson Center in both formal and informal ways, ranging from informal conversations to involvement in the Center's meetings, colloquia, and conferences. It is with this background in mind that we ask for your opinion as to whether the applicant would contribute to the community life of the Institute and of the Center as a whole.

Please send your scanned, signed letters of recommendation by the deadline directly to the Kennan Institute email address: [kennan@wilsoncenter.org](mailto:kennan@wilsoncenter.org). Letters of recommendation are crucial to the evaluation process, and we, no less than the candidates themselves, appreciate the care and attention that you will have devoted to the matter.

Sincerely,

William E. Pomeranz  
Director