

# UvA FGw Aspasia Fund

## Call for proposals

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### 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 the director of the involved Research School

The full application is submitted as one file in PDF format.

#### *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 (Vidi/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)**

Provide a description of your first 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. In doing so, take account of the closing date for

submission that is applicable to the type of grant. 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.