



Grants for Short-Term Funded Visits at Harvard University

In accordance with articles II and IV of the General Establishment Agreement of Real Colegio Complutense (RCC), its Academic Council has decided to open the following call for travel grants for short visits at departments, centers or schools at Harvard University.

1. PURPOSE

This Short Visits program is directed to:

1.1 Reinforce faculty mobility and academic collaboration with Harvard University faculty, departments, centers and schools.

1.2. Build academic collaborations that can lead to future visiting research fellowships at Harvard.

1.3. Set-up and follow-up of study groups, projects and PhD theses that are co-directed by faculty from Harvard University and RCC member universities.

1.4. Preparation of joint applications for competitive research grants.

1.5. Research at RCC.

2. SCOPE

This call offers a fixed sum as contribution to the travelling expenses to Cambridge, in order to carry out short visits at Harvard University during 1 -2 months from September through July (both included). The month of August is not available for funding.

3. COVERAGE

Fellows will receive a maximum amount of \$ 2,000 per stay. The sum will be given to the grantee in one payment, upon arrival at RCC.

4. REQUIREMENTS

4.1. Be full time Faculty (*Catedráticos, Titulares, Contratados Doctores and Ayudantes Doctores*) of one of RCC's member universities.

4.2. Acknowledgement of support from Harvard University faculty, department, center or school for the intended short visit. This acknowledgement can be a letter or an email addressed to rcc@harvard.edu.

4.3. Submit the application and annexes through the RCC website (<https://rcc.harvard.edu/shortfundedvisits>).

4.4. Applications must be submitted no later than three months before the intended start date of the visit.

5. DOCUMENTS

5.1. Application for the travel grant, according to point 4.3. of this call.

5.2. Letter or email addressed to rcc@harvard.edu acknowledging the intended short visit at one of the Harvard University departments or schools The letter or email must be signed by a Tenure or Tenure-Track Faculty member

that is willing to serve as the supervisor for the applicant. A Harvard University Faculty Member may only sponsor up to two visitors per year under this program.

5.3. A letter signed by the Department's Director or competent academic authority from the home University acknowledging academic license for absence during the entire requested period of stay.

5.4. Report describing the scientific background of the Harvard hosting group or department.

5.5. Report describing the activities to be developed with the Harvard hosting group and RCC.

5.6. The candidate's Curriculum Vitae, limited to the last 7 years of publications and a maximum of 4 pages. The CV must include research project participation, research external evaluation, and theses supervision.

Applicants must submit the online application and all required admission materials no later than three months before the intended start date of the visit. Only applications which fulfill all of the requirements of the call in due time will be taken into consideration.

6. SELECTION CRITERIA

Applications will be considered and evaluated by the RCC Executive Committee according to the following criteria:

6.1. The quality of the activities to be developed at the Harvard hosting group and RCC and its adequacy with the purpose of this call.

6.2. The candidate's Curriculum Vitae.

6.3. The relevance and suitability of the Harvard hosting group.

The RCC Executive Committee will make a decision on selected candidates throughout the year and on a rolling basis. The above-mentioned decision will be taken considering principles and procedures for an open, merit -and equal opportunity- based process. When considered necessary, RCC Executive Committee could request an online interview with the candidate.

7. OBLIGATIONS

7.1. Promote and participate at least in one RCC activity during their visit period.

7.2. Immediately notify RCC of any grant, scholarship or funding from any public or private organizations for the same or another visit.

7.3. Submit to RCC a report describing all work carried out at Harvard University School or Department during their visit period, no later than two weeks after the finalization of their stay. The report must include a favorable report from the Harvard University School or Department where the fellowship is being carried out. The report must be signed by the Harvard University Faculty Sponsor and must be in official letterhead.

7.4. At any point during the fellowship or after it has concluded, the RCC Director may request a report, written in English, describing all work carried out at Harvard University up until that point of the research period. The report must be delivered electronically no later than one week after the request by the RCC Director.

8. DEADLINE

Applications should be submitted any time during the academic year, at least three months prior to the start date of the visit.