



**Call for  
Faculty Research Fellowships  
at Harvard University  
Academic Year 2019 / 2020**

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 Research Fellowships at Departments, Centers or Schools at Harvard University during the Academic Year 2019/2020, starting from September 1, 2019.

## **1. PURPOSE**

The purpose of this call for Research Grants is to give professors from RCC's member universities financial aid in order to carry out a research project in the fields of the sciences, humanities, law, medicine, public health, political science and economy, sociology, education, engineering, architecture, or any other field of study at any of the schools, departments or centers at Harvard University.

## **2. SCOPE**

This call offers grants for research projects to be carried out at Harvard University for a minimum of 3 months and a maximum of 10 months between the months of September and June, both included (periods must be continuous). The grant is not available for the months of July and August.

Research Grants are addressed to current and active full time Faculty (*Catedráticos, Titulares, Contratados Doctores and Ayudantes Doctores*) of RCC's member universities who are planning to develop a research project at any of Harvard University's schools, departments or research centers.

In order to be eligible for the Research Grant of this call, the applicant must be admitted as a "Visiting Scholar", "Visiting Researcher", "Visiting Fellow" or a similar category at one of Harvard University's schools, departments or research centers.

As proof of admission, applicants must show a letter from the Harvard University department, school or research center that specifically states that they are supporting the applicant's research project, as well as sponsoring their J-1 Visa.

### 3. COVERAGE

The award of the Research Grant will be for a maximum monthly amount of \$2,500, depending on the financial needs of each candidate and on the number of awardees.

This grant is intended to support the awardee's full-time research project. Awardees may combine this Research Grant with sabbatical or other stipendiary support from their home university. This Grant will be compatible with any other public or private financial aid, funding and income from any country, only if it is received for the same research project during the length of the stay.

### 4. REQUIREMENTS

**4.1.** Be current and active full time Faculty of one of RCC's member universities (*Catedrático, Titular, Contratado Doctor or Ayudante Doctor*) and be admitted as a "Visiting Scholar", "Visiting Researcher", "Visiting Fellow" or a similar category at one of Harvard University's schools, departments or research centers.

**4.2.** Provide an Admission Letter from the Harvard University department, school or research center stating that they are supporting the applicant's research project, as well as sponsoring their J-1 Visa.

**4.3.** Provide a valid TOEFL iBT with a minimum score of 100 points. To be considered valid, TOEFL iBT scores must be sent directly from ETS to the RCC. Without this document the Research Grant cannot be awarded, as it is a necessary requirement. Expired TOEFL certificates, and any other English proficiency tests, will not be accepted. Candidates must submit proof that they have taken the test on or before the stated deadline for applications, when completing their online application form.

**4.4.** Submit their application and annexes online through the RCC's website ([rcc.harvard.edu](http://rcc.harvard.edu)).

Applicants must submit the online application and all required admission materials no later than the stated deadline to be considered for admission. Only applications which fulfill all of the requirements of the call in

due time will be taken into account. Those who do not comply with the procedures and deadlines will automatically be excluded.

## **5. DOCUMENTS**

**5.1.** Online Application for the Research Grant, completed through the RCC website.

**5.2.** Curriculum Vitae in accordance with the format required by the Harvard University center that the candidate has applied to.

**5.3.** Copy of the Admission Letter from the Harvard department, school or research center supporting the applicant's research project, as well as sponsoring a J-1 Visa.

**5.4.** A current, valid TOEFL iBT official score report for English knowledge sent directly from ETS to the RCC, with a minimum score of 100 points.

**5.5.** Declaration of available personal funds to carry out the research project (Annex I).

**5.6** Research Proposal for the project to be carried out during the stay at Harvard University (10 pages maximum).

## **6. SELECTION CRITERIA**

The Academic Council of the RCC bases its decisions on academic merits, the report from the school, department or research center at Harvard University, the relevance and interest of the research project presented, and the financial needs of each candidate. If considered necessary, some of the candidates may be asked for an interview with appropriate prior notification. The final decision of the Academic Council will be notified directly to the applicant and will not be subject to appeal.

## **7. OBLIGATIONS**

**7.1.** Prior to joining the RCC, selected candidates must comply with the following obligations:

- a. Submit their Letter of Acceptance.
- b. Submit an Authorization Letter from the competent authority at their home institution granting permission to come to Harvard University, which must include the dates of the entire duration of the stay.
- c. A copy of the Harvard Admission letter submitted with the application.

**7.2.** Promote and participate in at least one RCC activity and one RCC project during the period of their Fellowship. Among others, these activities and projects may include those aimed at strengthening the RCC (such as conferences, seminars, cultural cycles, study groups, set-up, etc.) under the guidance of the RCC Director and RCC Academic Council members.

**7.3.** Coordinate with the RCC the activities outside of their program to be carried out during their stay. In order to do that, RCC Fellows should request feedback from the RCC before launching any individual or group initiative or invitation they may set-up during their Fellowship period.

**7.4.** Join the RCC/Harvard Spain Mentorship program which aims to support new Spanish candidates at Harvard's programs.

**7.5.** Make noticeable mention in any publication, lecture, presentation or interview of their status as a Fellow of the RCC. This includes any publication, lecture, presentation or interview made during the time of their stay, as well as those published or carried out as a result of their stay.

**7.6.** Fellows may not accept any other grant for the period of this appointment without prior approval from the Harvard Committee on General Scholarships and the RCC. Fellows are requested to send both the Committee and the RCC full information regarding the terms and conditions of any other award.

**7.7.** Fellows have the obligation of notifying the RCC of any periods of travel or absence from the Harvard school, department or research center where they normally carry out their activities, during the full term of

their scholarship. Fellows must fill out an information form available at [rcc.harvard.edu](http://rcc.harvard.edu) where they must state the dates of travel or absence.

**7.8.** Submit a report describing all work carried out at Harvard University during the research period. The report must be submitted two weeks prior to the end of their stay or whenever they are required to do so by the RCC. The report must include a letter addressed to the RCC Director and signed by the Fellow's supervisor at the Harvard center or department where the Fellow carried out his or her activities and certifying that the Fellow concluded the research stage satisfactorily and within the period of duration of the grant. Both the letter and report must be submitted in English and using the letterhead from the Fellow's Harvard center or department.

## **8. DEADLINE FOR SUBMISSIONS**

Applications must be submitted by April 30th, 2019, at 11:59 pm (EMT).

Be aware that any breach of the above requirements without justified reason or prior permission will lead to the total or partial loss of rights and privileges granted by this Fellowship, including suspension of any further payments and the obligation to refund any aid already given.

**ANNEX I: DECLARATION OF AVAILABLE PERSONAL FUNDS  
FOR THE RESEARCH PROJECT**

In order to carry out my Research Project, I declare that I can demonstrate to have the following personal funds available during its stated length:

- My salary as a Professor/Researcher: \_\_\_\_\_ euros a month.
- Research grants from the Spanish Ministry of Economy and Competitiveness: \_\_\_\_\_ euros.
- Private or public research grants: \_\_\_\_\_ euros.
- Contract with a private company: \_\_\_\_\_ euros.

To avoid any incompatibilities, I hereby pledge to inform the RCC of any situation that may alter this information before or during the duration of my research grant.

Date and place: \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

**The Director of Real Colegio Complutense at Harvard University.**