

## Directions for applications 2015

### Who can apply?

Students registered in educational programmes at Nordic universities, colleges and other research institutions in the Nordic countries (Denmark, Finland, Iceland, Norway, and Sweden) can apply for the scholarships, regardless of citizenship. The scholarships are only intended for MA and PhD candidates.

### Which projects qualify for support?

The scholarships are intended for research and preparation of research projects. Research should concern development issues in Africa and emphasis is placed on the social sciences (anthropology, history, economics, human geography, sociology, political science etc). Scholarships are intended to cover travelling expenses to Africa and to contribute to the cost of local travel and living expenses. Exceptionally, scholarships may be awarded for archive studies in Europe.

### What does not qualify for support?

Natural science projects must clearly motivate how they relate to social sciences and development. Projects without a strong component of development research are not qualified. The scholarships are not awarded for study visits, excursions, or participation in conferences. Funds to cover salary expenses cannot be applied for. Scholarships will not be awarded for fieldwork that has already been completed before January 31, the closing date for applications. Scholarships are not awarded to the same project more than once. Support is not given for language training trips.

### The size of the scholarship

The scholarships are intended for travel expenses in connection with fieldwork and cannot be used to cover salaries. In recent years, the maximum awarded for travel scholarships has been between 30 000 and 40 000 SEK.

### Application date

The Travel Scholarships are awarded once per year and the applications must be in by 31 January. NAI does not accept applications sent by e-mail.

### Evaluation of applications

The evaluation is a two-step process where the applications are primarily evaluated on the basis of scientific quality and relevance. Secondly, the distribution among the Nordic countries, disciplines and gender is considered.

### Communication of results

Scholarships will be awarded in late April. All applicants will receive notification in writing. The scholarships are payable as from May 1st.

**The application should contain 2 copies each of  
Application form**

**Detailed plan of the project**

**Copies of degree certificate and other appendices**

**NB! Incomplete applications will not be considered**

### A. Application Form

The application form and all appendices should be submitted in 2 copies. It must be completed in English. The application form should contain:

#### 1. Personal data

Name, sex, citizenship, year of birth, academic degree applied for, academic discipline, knowledge of languages, home address, address of department at university or college where the applicant is registered or employed.

#### 2. Details on research work

- *Project title* in English.
- *Summary of research* should include details of aims, theoretical and working methods. Its description should be presented entirely within the space designated on the application form. It should clearly state whether the application relates to a pilot study or a project.

#### 3. Budget

- *Total budget of the fieldwork*: the entire budget for the fieldwork should be given on the application form. See below: B:4.
- *Total duration of the project*: state the duration of the entire research project.
- *Length of fieldwork*: the length of the period in the field should be given as accurately as possible.
- *Funding applied for*: state the proportion of the total budget that has been applied for from the Nordic Africa Institute.

#### 4. Other sources of funding

The applicant should also state whether funds for the project have been applied for or obtained from other organisations. State the names of such organisations, their address, telephone number, and contact person, if applicable.

#### 5. References

The applicant should provide the names, addresses and current occupations of two referees. The applicant should send a copy of her/his application to the referees and request them to send 2 copies of their references to the Nordic Africa Institute with their confidential comments on the project and the suitability of the applicant. The Institute must receive these comments by 15 February at the latest.

### B. Detailed plan of the project

A detailed plan of the research work should be submitted in 2 copies. It should be written in English. It should be between 3—5 pages including reference list, with an absolute maximum of 5 pages, using 1.5 lines space and 12 points font. The research plan is the basis upon which the scientific value and feasibility of the project will be assessed for funding purposes.

The following points should be included:

#### 1. The aim and significance of the project

The problem areas to be addressed by the project must be clearly identified along with a specification of the problem to be studied. Explain how the project contributes to new knowledge.

#### 2. Theoretical framework and relation to other research

The application must include a brief indication of the theoretical basis of the project and should state the relationship of the project to earlier or on-going research in the same field.

### 3. Method and time plan

Describe how the project, including the fieldwork, will be accomplished. State the research method, data-gathering techniques, data analysis or processing methods and time plan. In cases where the research is a pilot study for a larger research project, it should clearly be stated what the pilot study comprises.

### 4. Budget

- *Travel expenses.* List the cost of travelling to and from the country where the research will be conducted, using the least expensive means of travel, together with local journeys using public transport. Applicants are urged to investigate possibilities of utilising “budget fare” tickets.
- *Living expenses.* The applicant must indicate the basis for his/her calculation of living expenses. Official government allowances for living expenses are not paid.
- *Field costs.* List and justify the necessary costs in connection with fieldwork. Applications should contain details of essential and relevant expenses in direct connection with fieldwork (e.g., interpreter, special equipment). Purchase of laptop, payment of rent in the home country, etc., should not be included in the field costs.

### C. Appendices to be submitted in 2 copies

- A detailed *plan of research work*.
- A certified copy of the applicant's *Degree Certificate*.
- Official documentation confirming *research contacts* with an academic institution in the host country, (e.g. letter of invitation).
- List of the applicant's *publications* relating to the application.
- If a *research permit* has already been granted this should also be included, but it is not compulsory at the time of application. In many African countries a special work and/or research permit is required, and, in some countries, it can only be obtained upon arrival. The scholarship funding will not be made available until the applicant has been granted a research permit or can provide a supporting letter of introduction from a university in the country of study.