OPEN SOCIETY FOUNDATIONS

SCHOLARSHIP PROGRAMS
2013 - 2014 ALUMNI GRANT PROGRAM
GUIDELINES

<u>INTRODUCTION</u>
The Open Society Scholarship Programs is pleased to announce a new call for applications for the 2013 - 2014 Alumni Grant Program. This program offers grants to Scholarship Program alumni to build on the knowledge they have gained during their fellowship and make a positive contribution to their home country. The deadline for the 2013 competition is: **Friday May 31, 2013.**

<u>ELIGIBILITY</u>[1]
The competition is open to **Open Society Scholarship Programs alumni** of the following programs:
> Afghan Communications Scholarship Program
> American University in Bulgaria (last entry year in 2005)
> Arab Womens Professional Program
> Asia Pacific Scholarship Consortium
> Cambridge and Oxford Hospitality Schemes
> Civil Service Awards—Moldova and Georgia
> Campus France -OSF Program (formerly the CNOUS/OSF Program)
> DAAD-OSF Program
> Disability Rights Scholarship Program
> Doctoral Fellows Program
> European Studies Program (Maastricht & Aarhus Universities)
> Environmental Law/Management Program *(1996 – 1999)*
> Faculty Development Fellowship Program[2]
> Georgia Scholarship Program for Education Professionals
> Global Faculty Grants Program
> Global Supplementary Grants Program
> Middle East Rule of Law Scholarship Program
> Mongolian Professional Fellowship Program
> Muskie/FSA Graduate Fellowship Program (in the fields administered by OSI, last entry year in 2004)
> Palestinian Faculty Development Program
> Palestinian Rule of Law Program
> Social Work Fellowship Program
> Soros Supplementary Grant Program
> Supplementary Grant Program Asia (formerly the Supplementary Grant Program–Burma)
> Supplementary Grant Program – Former Yugoslavia
> UK Scholarship Programs (formerly the Chevening-OSI Scholarships)
> Undergraduate Exchange Program/Virtual University

Alumni of the above-mentioned programs must meet the following criteria to be considered eligible:
1. Have successfully completed their Scholarship Programs fellowship before January 1, 2014[3];
2. Be in compliance with the conditions of any past Scholarship Programs and/or Open Society Foundations grant;
3. Reside in their home country or region during the project year;
4. Should not be grantees of Scholarship Programs or Open Society Foundations during the project year;
5. Research-based candidates must be fully or partly affiliated with a Policy Institute or University.

<u>GRANT DETAILS</u>
The Alumni Grant Program supports *Scholarship Programs Alumni-Practitioners* to create and implement projects that address current problems of democratic development in their country or region; and *Scholarship Programs Alumni-Scholars* to undertake research on contemporary social issues leading to publication in recognized local media and/or international peer-reviewed journals.

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[1] SP alumni who are current employees of the Open Society Foundations or work at Scholarship Programs will not be eligible for this award.
[2] Faculty Development Program grantees must have completed the full 3 terms of their program in the U.S.
[3] This includes completion of all Short-term Study, Internships, and Home Country Projects supported by SP.

All proposals must be related to the Open Society Foundations' mission of supporting democratic reform and encouraging alternative approaches to complex and controversial issues. Collaborative projects between alumni, across borders, and with alumni host universities are welcomed. A Scholarship Programs alumnus/a must lead the project.

General activities for any proposal may include, but are not limited to:
- Initiatives furthering social justice or inclusion of marginalized groups;
- Activities generating debate/dialogue on local social and/or political issues;
- Alumni networking or fostering the creation of alumni associations;
- Educational advising centers, or resource centers, for widening access to higher education;

Research–based initiatives promoting public policies that directly improve local governance and social equity. Supported activities could include:
- costs of accessing or collecting information or data;
- short-term subsistence (no more than 10% of the total amount requested);
- regional travel for research purposes;
- purchasing statistical software;
- cost of publishing research findings in recognized local media or international peer-reviewed journals;
- travel for invited presentations of research findings at international scholarly conferences.

The program **will not** support:
- additional degrees, courses, trainings, internships or certificates for individual alumnus/a;
- dissertation or thesis publishing costs;
- purchasing of office equipment (computers, photocopiers, fax machines, etc.);
- translation of scholarly textbooks, book, and articles;
- repeat applications for previously funded projects.

FINANCIAL TERMS

Applicants may request up to $7,000 for individual projects; larger amounts are available for collaborative projects with other eligible alumni. All proposals must include a line item explanation of the budget in U.S dollars (see sample format below). Budgets should clearly list contributions from other donors and/or explanations concerning acquisition of such funds or services (free space, volunteer office assistance, donated equipment, etc.).

All budgets must:
- reflect activities and functions specified in the proposal;
- indicate how much of each amount is requested from AGP, and how much will be provided by other sources;
- include a short description for each item;
- indicate the bank wire transfer fee;
- not exceed one page.

Sample budget format for a proposed workshop:

Activities/ Items	Costs			Source			Description
	Unit Cost	# of Units	Total	AGP Grant	Other Sources	List Other Source	
1. Speakers/trainers							
1.1. Travel	$400	2	$800	$400	$400	*Speaker (Ms. Kurkova)*	*Two roundtrip tickets from Sarajevo to Moscow to present.*
1.2. Meals	$5	15	$75	$75			*Three meals a day for five days*
Total for Activity 1			$875	$475	$400		
Administrative Expenses							
1. Room rental	$200	2	$400	$400			*Plenary session.*
2. Copies	$0.50	500	$250		$250	*Quick Copy Co.*	*Conference brochure.*
Total for Admin Expenses			$650	$400	$250		
Wire fee	$25	1	$25	$25			
TOTAL				**$900**	**$650**		

SELECTION PROCESS

Selection is based on the applicant's qualifications and standing with the Open Society Foundations, the project's relevance to the Program goals, its feasibility, and its potential for impact. The selection committee will be comprised of experts from the Open Society Foundations and outside consultants who are familiar with the Foundations' mission.

ALL APPLICANTS ARE ADVISED TO CONSIDER THE FOLLOWING TIPS BEFORE SUBMITTING APPLICATIONS:
- present a community or research-based project to advance justice, education, public health, independent media, or other fields core to OSF's mission;
- present a project relevant to their home country or region;
- outline the need for the project and benefits it will provide: **Community-based projects** must demonstrate a tangible impact on the targeted group of people/communities; **Research-based projects** must show the potential impact to the policy making process in the home country/region;
- clearly state the project's goals and objectives;
- keep program objectives realistic and not overly ambitious;
- describe how the project aligns with AGP goals, how it will be sustainable beyond the term of the grant, and how its results will be measured;
- ensure that each activity shown in budget lines is reasonable in cost and clearly relates to the project planned;
- if your project is complex, consider breaking it down and determining whether a smaller, more focused project would be more effective as first phase;
- develop partnerships that will enhance the project, and seek co-funding from other sources;
- include a commitment letter from the institution where the grant activity is to be administered;
- check your eligibility status with your Scholarship Programs coordinator to ensure you and your project team are eligible;
- register with Online Application System (OAS) well in advance so as to avoid technical problems on or before the application due date.

ADDITIONAL INFORMATION FOR APPLICANTS
- Applications are free and may be duplicated.
- The competition is merit-based and open to all alumni who meet the eligibility requirements and follow the guidelines.
- Applicants may submit only *one* proposal per competition.
- AGP will fund projects taking place in 2014; therefore, projects should begin *no earlier than* January 1, 2014.
- Questions about eligibility may be directed to Zarina Usmanova at zarina.usmanova@opensocietyfoundations.org

PROGRAM CYCLE
Deadline for submission: 31 May 2013
Selection review process: June-October 2013
Award Results notification: November 2013
Grant Awards: Early December 2013
Project Implementation Starts**:**   January 2014

CHECKLIST
All applications must include:
- ❏ Completed Application Form
- ❏ Curriculum Vitae of Project Manager and principal partners (2 pages per CV maximum)
- ❏ Copy of your Diploma and/or certificates obtained during your OSF Scholarship
- ❏ Detailed Budget with explanations of how each cost relates to a specific function of the project
- ❏ Abstract of proposed policy research (research-based candidates only)
- ❏ Letter(s) of support from institutions mentioned in proposal (other than applicant's)
- ❏ Letter(s) of commitment from other donors (other than applicant) if included in the proposal and budget.

SUBMISSION
        Applicants can apply either **online** or by downloading and **submitting a paper based application.**

To apply online, please use the Online Application System (OAS) at: https://oas.soros.org/oas/ .*Please note that the Online Application System for AGP program will be available by early April. Please kindly check the website regularly.*

The paper application may be found on the OSF Website at: https://opensocietyfoundations.org/grants/alumni-grant-program. The completed application and supporting documents may be send to the address below:
        The Open Society Scholarship Programs
        Open Society Foundation
        7th Floor Millbank Tower
        21-24 Millbank
        London SW1P 4QP, United Kingdom

VERIFICATION
The Program reserves the right to verify all information submitted as part of an application. In the event of discrepancy or false information, the application will be rejected.