



## **INTERDEM Academy Travel Fellowship 2024-2025**

The INTERDEM Academy will enable fellowships for members of INTERDEM Academy, allowing them to spend 1-3 months in another psychosocial research center. These fellowships must be used for the exchange of knowledge and experience between psychosocial (either INTERDEM affiliated or of interest for the INTERDEM network) research centers and allow talented young researchers to build their own research network and stimulate their future career.

### **Eligibility**

All talented junior researchers from INTERDEM (affiliated) sites who are a current member of INTERDEM Academy, can apply.

Fellows must be involved in research that is in line with the mission of INTERDEM. It is important that the fellowship has added value for both institute that is visited, and for the institute of the visiting fellow. You can only apply if you have never received an INTERDEM Academy fellowship before.

### **What is covered?**

The INTERDEM Academy fellowship covers expenses for travel and housing for a period of 1-3 months at a maximum of €3500 per fellowship. If the candidate's anticipated expenses for travel and stay exceed €3500, they would have to look for additional funding (and communicate this in the application).

It is not necessary that the applicant stays at one place for the whole period. The grant can also be used to visit one or more research institutes.

The financial support can be spent on travel, and housing. Note, fellowships are for housing/apartment monthly rental fees only and do not cover any taxes, living expenses, meals, books, local travel, or telephone charges, nor course or conference fees. Reimbursement of expenses will be provided after submission of original receipts. The salary of the fellow is not covered by this fellowship and must be provided by the fellow's institute.

## How to apply?

Applications for the year 2025 are now open. Submitted applications are expected to start between January 2025 and December 2025. However, with consent of your local and visiting supervisor, and if you continue to fulfill the requirement of being an INTERDEM Academy member, the actual visit may be postponed with one year to take place in the calendar year 2026 (e.g., the granted fellowship has a validity of 2 year maximum).

The deadline to apply for this round is set on **Monday the 11<sup>th</sup> of November 2024 (23:59PM CET)**.

Please provide us with:

- Fully completed application form
- Application motivation letter (approximately one page)
- Short CV and background of the candidate including relevant work experience, date of start and end of PhD (if applicable), publications etc.
- Research activity Gantt chart (specific timeline)
- Two letters of recommendation; one should be written by the supervisor at the institute of the candidate, and one should be coming from the supervisor from the institute to be visited

Please include this information into the application form and submit all files combined into one single PDF. Incomplete and/or late applications will not be considered. For more information on the INTERDEM Academy fellowship and to send in your application, please contact the executive office: [interdem-masterclass@maastrichtuniversity.nl](mailto:interdem-masterclass@maastrichtuniversity.nl)

## Procedure

The executive office of INTERDEM Academy will collect all travel applications and will perform an initial screening using the following admission criteria:

- Appropriate documentation (all forms submitted, in a timely manner)
- Duration of stay (between 1-3 months, calendar year 2025)

- Membership of INTERDEM Academy
- Visiting institute (psychosocial research center)
- Research topic (should be in line with the mission of INTERDEM)
- Feasibility of financial plan (requested expenses for travel and stay only, and financially acceptable)

Admissible proposals are subsequently forwarded to a reviewing committee of representatives of the INTERDEM and Academy network, who will review the application according to the following criteria:

- Quality of the applicant
- Quality of the research activity plan: Scientific importance and knowledge utilization of the research exchange, and fit with INTERDEM mission.
- Added value for the institutes involved: home and visiting institute(s); and added value to the broader INTERDEM network.
- Added value for the applicant's further career development.

While the INTERDEM Academy and INTERDEM review committee work to approve applications quickly, extenuating factors like vacation periods may affect the review and approval process. Please be patient while we process your application. We will try to inform all applicants about the outcome **halfway December 2024**. Applicants are sent a formal letter via email, informing them of the review committees' decision and the reasons underlying this.

## Approval

If the fellowship is granted, support may be for air travel (one roundtrip economy class), public transportation to and from the airport for departure and return visit. Please contact **interdem-masterclass@maastrichtuniversity.nl** prior to arranging travel and housing for details on procedure for reimbursement and to provide you with any assistance necessary. If the candidate's final travel expenses exceed the anticipated travel budget, the INTERDEM Academy executive office should be notified of the difference in expenses and will review this.

The candidate is expected to write a short report on their achievements **within 6 weeks** after finishing the stay abroad, which will be published on the INTERDEM website.

## **INTERDEM Academy executive office**

*Dr Fania Dassen – INTERDEM Academy coordinator*

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