

Regulations

Instituut Gak Fellowship 2018

13th April 2017

1. Name of the fellowship:

Instituut Gak Fellowship.

Goal Instituut Gak Fellowship

The goal of the Instituut Gak Fellowship (hereafter referred to as the fellowship) is to offer researchers from Dutch and Flemish Universities or research institutes the opportunity to work on topics in the fields of social security and labour market policy for a continuous period of 5 or 10 months at the Netherlands Institute for Advanced Study (NIAS-KNAW). During the fellowship researchers can focus without interruption on their research and the in-depth exploration of the topic from the fields described above. The fellow can concentrate on producing new scientific knowledge (preferably leading to publications) or work on solutions to practical issues. The inspiring international environment at NIAS-KNAW offers researchers an opportunity to work within a multidisciplinary community of scholars.

2. What does the fellowship entail

NIAS-KNAW provides fellows with a study in the main building with office and research facilities and, if deemed necessary, subsidized accommodation. Fellows can also apply for funds to cover the costs of replacing their contractual obligation for teaching and management hours – the so-called replacement teaching fund. For more information see the Appendix.

There are two Instituut Gak fellowships available in 2018: the first starting February 2018 for 5 months (NB There is no longer accommodation free for this period); the second starting September 2018 for 5 or for 10 months.

3. Who can apply

The Instituut Gak Fellowship is open to researchers with 3-10 years postdoctoral experience (junior) or more than 10 years postdoctoral experience (senior) who are currently on a temporary or permanent contract at a Dutch or Flemish University and/or research institute.

4. Submitting an application

NIAS-KNAW is responsible for processing all fellowship applications. The Academic Board at Instituut Gak selects suitable candidates to present to the NIAS Director who makes the final decision. To apply candidates must submit a fully completed *Instituut Gak Fellowship* application form (download from www.nias.knaw.nl/instituutgak) together with the following enclosures:

- A full project proposal (max 1500 words);
- Curriculum vitae;
- List of (major) publications (max 1 page);
- Two publications in support of the application (PDF or hard copy book).

The completed application form plus enclosures should be sent by email to application@nias.knaw.nl or by post: Attn. Dr. Esther van Duuren, NIAS-KNAW, Korte Spinhuissteeg 3, Postbus 10855, 1001 EW Amsterdam, Netherlands.

5. Evaluation criteria

Once applications forms have been checked for admissibility they are sent to the Academic Board at Instituut Gak for review. Applications are evaluated on the basis of:

- Scientific quality and originality of the project proposal;
- Significance for the system of social security and labour market policy in the Netherlands;
- The candidate's academic achievements.

Based on the Academic Board's recommendations, the Instituut Gak Management Board puts forward suitable candidates to the Director of NIAS. Instituut Gak and NIAS-KNAW reserve the right not to award an Instituut Gak fellowship if the scientific quality of the application is considered insufficient.

6. Timeline fellowships starting in 2018

- The Call for both Instituut Gak fellowships opens 15 April 2017 and closes 15 July 2017 at 24.00 hours.
- Applications will be reviewed by the Instituut Gak Academic Board by the end of August 2017
- Suitable candidates are put forward to NIAS at the beginning of September
- Laureates will be informed of the NIAS Director's decision by 15 September 2017

7. Terms and Conditions

Once the laureate accepts the fellowship, NIAS-KNAW draws up a formal Fellows Agreement stating terms and conditions including the starting date (the first Monday in February or September 2018), duration, departure date as well as specific arrangements such replacement funds or stipend (dependant on Dutch or non-Dutch affiliation), travel expenses/accommodation. In principal, all fellows are expected to attend NIAS-KNAW full-time and are obliged to take part in seminars and academic activities. Special arrangements with regard to attendance in the working week must be confirmed by the Director in writing beforehand. NIAS's guidelines for holiday and leave entitlements apply: fellows are entitled to one week's leave per semester to attend either academic meetings abroad or to take a vacation. Longer periods of absence must be discussed beforehand with the Director of NIAS and confirmed in writing/email. If the fellow does not fulfil the attendance obligations, NIAS-KNAW reserves the right to withhold teaching replacement funds or stipend and may cancel accommodation.

Before departure, fellows are requested to fill in a Progress Report form including a list of activities, outcomes and publications. The completed Progress Report must be submitted to NIAS before leaving. The Instituut Gak Academic Board also requires a summary describing the added value of an Instituut Gak fellowship at NIAS and this can be sent directly to Instituut Gak within two months after the fellowship has ended.

In accepting the fellowship, the laureate gives Instituut Gak and NIAS-KNAW permission to use photographs, name, awards and titles related to their fellowship. This information will only be used for non-commercial communications.

8. How to appeal against a decision

Appeals against decisions, as defined under Dutch law *Art. 1:3 Algemene wet bestuursrecht*, should be made in writing to the Board of the KNAW within six weeks.

Appendix: Practical details of an Instituut Gak fellowship

The Instituut Gak fellowship encompasses a stay at NIAS-KNAW in Amsterdam for a period of 5 or 10 months, depending on the application. General facilities at NIAS-KNAW include:

- Private study with PC, e-mail account, network connection, printer, telephone and Wi-Fi;
- Office equipment and stationary;
- Rooms for workshops, seminars and small meetings
- Library delivery service;
- An international and multidisciplinary academic community;
- Intellectual and social activities;
- Lunches on workdays;
- Coffee and tea facilities;
- Accommodation;
 - If a public transport journey from home-town station to Amsterdam Station takes longer than 1.5 hours (single), it may be possible to apply for studio accommodation in the Fellows house, Kloveniersburgwal 23, Amsterdam.
- Replacement fund for fellows affiliated with a Dutch University or institute;
 - NIAS-KNAW covers the proportional costs of replacing fellows' contractual obligation for teaching and management hours up to a maximum of € 3.800 or € 2.600 per month for senior (>10year postdoctoral) and junior (3-10years postdoctoral) fellows respectively. Payment is made directly to the Dutch University Faculty after receipt of an invoice by NIAS-KNAW. Research hours will not be compensated.
- Stipend for fellows from abroad;
A maximum of € 3.800 p.m. for senior fellows (10 years or more postdoctoral experience) and a maximum of € 2.600 p.m. for junior fellows (3-10 years postdoctoral experience).

Overview of costs

- Use of general NIAS facilities (including lunches): € 700 p.m.
- Subsidized accommodation Amsterdam or travel expenses (2nd class);
- Replacement funds for proportion of teaching/management tasks: (max. € 3.800 p.m. senior fellows and max. € 2.600 p.m. junior fellows);
- Stipend for fellows from abroad: max. € 3.800 p.m. senior fellows (10 years or more postdoctoral experience); and max. € 2.600 per month for junior fellows (3-10 years postdoctoral experience);
- Financial support for a symposium/expert meeting at the end of fellowship: max. € 5.000.