

**FULBRIGHT-HAYS DOCTORAL DISSERTATION
RESEARCH ABROAD PROGRAM (DDRA) 2017-2018
US DEPARTMENT OF EDUCATION**

CAMPUS DEADLINE: Friday, February 24, 2017

PURPOSE AND ELIGIBILITY:

The DDRA Program is designed to contribute to the development and improvement of the study of modern languages and area studies in the US by providing opportunities for scholars to conduct research abroad. Area studies is defined as a comprehensive or multi-disciplinary approach focused on a specific world area or country. A DDRA Fulbright is for those who intend a career in teaching and research.

Applications for this fellowship may include all major world areas with the exception of Western Europe. In contrast to the Cultural Exchange Fulbright (administered by the Institute of International Education), which is limited to a stay in a single country, the DDRA program is designed for stays in one or more countries. A Western European country may be included as one of the stays, if archival work or other research needs related to the non-Western project warrant such a stay.

Eligibility requirements:

1. A citizen or national of the US or a US permanent resident.
2. A graduate student in good standing who, when the fellowship period begins, has been admitted to candidacy in a doctoral degree program in area studies and modern foreign languages.
3. Plan a teaching career in the US upon graduation.
4. Possess adequate skills in the language(s) necessary to carry out the dissertation project.

TENURE AND STIPEND:

Students may propose research for six to twelve months; the fellowship may not be renewed.

The stipend includes the following:

1. Travel expenses – round-trip jet economy, including excess baggage, to and from the permanent or current residence of the fellow to the host country of research, **on American carriers only, unless none exists for some leg of your journey.**
2. A maintenance allowance based on the cost of living in the host country(ies) of research for the fellow and his or her accompanying dependent(s).

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3. Project allowance for research-related expenses overseas such as books, copying, tuition and affiliation fees, local travel, and other incidental expenses.
4. Health and accident insurance premiums.

CONDITIONS AND TERMS OF THE AWARD:

1. Maintain satisfactory progress in the conduct of his or her research;
2. Devote full time to research on the approved topic;
3. Not engage in any gainful employment during the fellowship period; and
4. Remain a student in good standing at his or her institution.

APPLICATION:

The application can be found at <http://www.g5.gov>. All materials must be submitted electronically by the designated campus deadline of **Friday, February 24, 2017**. **Please Note:** On the day of the deadline, applicants need to wait until 5:00pm to submit. This will allow reference letters and language reports to be submitted on the day of the deadline, which apparently can only be done if applicants have not yet submitted their applications. At 5:00pm be sure to make this deadline even if references are still missing. When late your recommenders are ready, you will have to unsubmit to allow them to submit; you must then immediately resubmit.

No application will be considered valid unless it is submitted by the authorized person, Cynthia Verba, as part of a complete institutional application package for Harvard University, containing all individual applications.

Please Note: DDRA automatically disqualifies applicants who fail to follow exact instructions on application materials. Be sure to pay close attention to formatting requirements, including page limits, margins, font, etc.

Application materials:

1. Application form which includes a project description and a curriculum vitae.
2. Foreign Language Reference form for each language that you list on the application form as a language of research.
3. Three electronic Graduate Student Reference forms, one of which is from the dissertation advisor.
4. Budget proposal.
5. Graduate transcripts; undergraduate transcripts are recommended, but not required.

Campus Deadline for all application materials, including electronic references and transcripts: **Friday, February 24, 2017.**

APPLICATION MATERIALS – GUIDANCE AND SUGGESTIONS:

1. The project description should address all the selection criteria cited below concerning the proposed project. The wording should give consideration to host country sensitivities and interests. Also bear in mind that the evaluation process involves non-specialists as well as specialists, and that it is important to use language that can be readily understood by well-educated non-specialists.

It is important to make it clear if the DDRA project is only a part of your dissertation topic as a whole. For example, if your whole project entails a comparison between the US and the developing country for which you are applying for a DDRA, then make that point at the very start, giving the overall topic, and stating how your DDRA plans in the developing country will fit into the whole. Also make it clear that the US portion of the research is underway or has been completed (or state the specific plans when you will address the US portion), and that you need to go abroad for this essential aspect of your topic.

2. The curriculum vitae should be brief and address the criteria cited above on the qualifications of the applicant. It should include relevant coursework, fellowships and honors received, and any publications or other items which could give a panel of scholars a comprehensive view of your past achievements, ability to successfully complete the particular research described in your proposal, and overall promise as a teacher and/or research scholar.
3. The budget proposal should provide figures that are as precise as possible in each of the requested categories. The amount you ask for will *not* influence whether or not you receive a grant. It is important to ask for the full amount that you will need, as it is almost impossible to get an increase at a later date. It is best to estimate on the high side, as long as you provide full documentation explaining your figures. **This is especially the case concerning your flight ticket, as the Fly America Act requires that you use American carriers whenever possible, even if the flight is more expensive than non-American carrier options.**

Budget proposal checklist:

- a) Under International Travel, is your itinerary complete? Even if you only need four days or two weeks in a particular country, be sure to put it in your budget. (You must also justify it as part of your project description.) After the contract is written, research sites are almost never added.
- b) Under Maintenance Stipend, have you calculated maintenance allowance using the monthly rates given in the application instructions?
- c) Under Project Allowance, are there affiliation or tuition fees? (Some universities now impose considerable charges even for short-term use of libraries.) Are there other project expenses – i.e., books, copying, informants, tutoring, translating and

interpreting fees, tape, film, and travel within host countries? You will need to compute and justify project needs in detail on a separate piece of paper attached to your budget.

- d) Finally, for Insurance, if you are using Harvard Blue Cross-Blue Shield insurance and also want to maintain Harvard health service, have you asked your Financial Aid Officer what the cost will be for the year in question? These costs may rise, and you should not simply give last year's figure.

RESEARCH ACTIVITIES INVOLVING HUMAN SUBJECTS:

Research projects that deal with human subjects where there might be even a slight element of risk to the subjects must be reviewed by the Harvard Committee on the Use of Human Subjects, the FAS Institutional Review Board (IRB). The review procedure is kept fairly simple and swift in borderline cases, which would probably apply to most student projects. Information about the committee, its fairly broad definition of "risk," its meeting schedules, and the committee application form can be found at <http://research.fas.harvard.edu/human-subjects-irb>.

You should start the Harvard IRB approval process as early as possible, and when you receive a decision, you must submit a copy of the decision as part of your completed application. If you have not yet received a notice by the campus deadline, you must still notify Cynthia on the deadline and tell her that the ruling is still pending; and if you have neglected to start the approval process, you must inform Cynthia of this as well and then begin the process immediately. (In some cases, you will be notified by GSAS that your project warrants the approval process even if you have not determined this on your own.)

SELECTION CRITERIA:

DDRA Fulbright applications are judged by a point system. The omission of any of the items below will cause you to lose points.

The following are the principal criteria DDRA uses in judging candidates, including the point system designated below:

1. *Concerning the Proposed Project:* (maximum 45 points)
 - a) The project should be original; the problems, questions, hypotheses should be well formulated.
 - b) The project should demonstrate adequate knowledge of related research.
 - c) The methodology should be specifically described, sound, and appropriate to the project.
 - d) The proposal should demonstrate knowledge and utilization of resources pertinent to the project in the US.
 - e) The project's location in the proposed foreign country(ies) should be necessary to the

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- successful completion of the project.
- f) The applicant should have made preparations to establish research contacts and affiliations abroad.
 - g) The proposal should reflect the intent to share the results of the research with host country scholars and officials and the American scholarly community. The proposal should reflect guidance and supervision on the part of the dissertation advisor or committee throughout all stages, including the development of the project, understanding of research conditions abroad, and actual research in the field.
 - h) The project should be capable of completion within the fellowship period.

Please Note: Item 1G counts for 10 points, so you need to give a clear plan and provide specific details, not only on how you will share your completed dissertation, but also how you will share results while the work is in progress, with special attention to sharing results with the host country. You can talk of participating in seminars or conferences while you are there, as well as upon return to the US, and mention plans to submit journal articles or convert the completed dissertation into a book manuscript. Ideally, you can name individual scholars in your research country with whom you have established contact or plan to do so in order to discuss results while they are in progress. You can also mention libraries or archives to which you will provide a copy of your completed dissertation, or other appropriate institutions in your research country. In addition, you can cite your favorite venues for sharing scholarly works online, such as a blog.

2. *Qualifications of the Applicant:* (maximum 45 points)

- a) The applicant's academic record should be excellent and relevant to the proposed project.
- b) The applicant should possess adequate foreign language skills to carry out the proposed project.
- c) The applicant should have the ability to conduct research in a foreign cultural context, as evidenced by the applicant's references or previous overseas experience.

Please note: You can submit as many language evaluation forms as you wish, and you in fact get credit points for every language that you know and for which you submit an evaluation, as long as the language is involved in your project, even indirectly.

3. *Priorities:* (maximum 10 points)

The project should serve program priorities in the field of area studies and modern languages – priorities which will be announced in each year's notice of the competition and in the application package. These priorities relate to: certain world areas, countries, academic disciplines, languages, or combinations of any of these categories. **For those working on early periods, such as medieval or renaissance projects, be sure to emphasize its relevance to an understanding the area of the world that your project will help to illuminate, since there is a common assumption that "area studies" pertains to more current issues.** Host country sensitivities and interests will be considered as well.

STAGES IN SELECTION:

The Secretary of the US Department of Education makes a preliminary selection with the advice of:

1. Panels of US academic specialists in modern foreign languages and area studies.
2. Binational commissions and/or US diplomatic missions in the proposed country(ies) of research.
3. All selections by the Secretary are subject to review and final approval by the Board of Foreign Scholarships.

Final results hopefully will be announced in time for the next academic year, although no notification date has been announced.