

## SPECIAL RESEARCH FUND ANNOUNCEMENT 2024

### DOCTORAL GRANTS FOR CANDIDATES FROM DEVELOPING COUNTRIES South-North- “Sandwich”-type grants

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#### Announcement and application information

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Each year the Flemish Government allocates research funds to Ghent University so as to implement the Flemish Government Resolution of 3 May 2019. In accordance with this resolution, Ghent University has drawn up rules and regulations regarding the funds of the Special Research Fund (*BOF, Bijzonder Onderzoeksfonds*). Each year the Research Council invites research proposals for the different initiatives.

### DOCTORAL GRANTS FOR CANDIDATES FROM DEVELOPING COUNTRIES

The deadline for project proposals is  
**20 February 2024 at 23:59 (Belgian time).**

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**Earliest starting date of the grant: 1 October 2024**

## **Doctoral grants for researchers from developing countries, South - North –“sandwich” – type grants: definitions of terms**

### **Objective**

Ghent University ('North') wishes to support university research groups or research centres in developing countries ('South') in their aim to grow into excellent research centres by upgrading local academic personnel. Therefore Ghent University grants PhD scholarships (24 months) to promising PhD students from a selected group of countries in the South who wish to carry out half of their PhD research at Ghent University ('North') and half of their PhD research in the 'South'.

### **Scholarship, duration & type of funding**

These grants take the form of a so called “sandwich” scholarship: the candidate obtains from Ghent University a scholarship for 24 months to work (within a span of 48 months) on the PhD at Ghent University. The candidate must take up this 24-month scholarship at Ghent University in minimum two separate stays: one at the start and one at the end of the PhD. Only for the periods the scholarship holder works at Ghent University the scholarship holder will receive a monthly income from Ghent University. The rest (24 months) of the PhD research will be carried out at the partner university in the South, for which no funding is provided through this scholarship.

To be **admissible** for this call, **all** of the following requirements **must** be met:

- ❖ **Applicants need to come from – and have the nationality of – one of the selected countries in the South** (see country list page 3-4).
- ❖ **Applicants need to have the full support (and invitation) of a Ghent University professor** who is willing to act as the supervisor of their PhD in Ghent. Without this support students cannot apply for this scholarship.
- ❖ **Applicants must intend to obtain a Ghent University PhD degree** (either as a 100% Ghent University degree or as a Ghent University Joint PhD degree), exchange PhD students are not eligible.
- ❖ This program is meant for students who are at the **start of their PhD**. It is not intended for students who have been working on their PhD for a substantial amount of time and who seek funding to complete their PhD.
- ❖ **Research proposals must be relevant for the North-South context** (For more information on this evaluation criterium see page 6 and section 3.3 North – South Context)
- ❖ **Co-financing is mandatory**. Applicants must prove that they will receive a fulltime local PhD scholarship or salary for a period of 24 months when working on the PhD at the partner university in the South and will be sufficiently exempted from teaching or other assignments as to be able to fully concentrate on the PhD research.

**Applicants must prove that they will be able to work on the PhD project for 24 months at a university or research centre - situated in one of the selected countries** (see country list) **and will have sufficient financial means**. The 24 months of research that will be executed in the South must be funded (e.g. by local PhD scholarship or salary) by the partner institution in the South, or a(n) (inter)national government/funding agency/partner institution (excluding Ghent University<sup>1</sup>). Students must be able to demonstrate that they have **acquired fulltime funding or a fulltime PhD grant for 24 months** to fund the part of their research that will be carried out in the South.

Candidates who receive no official funding at all for the PhD research at the partner university or who only receive a partial PhD scholarship/funding (e.g. part-time salary, tuition fee waiver or bench fee type of scholarship) are **not eligible**. If this full-time scholarship/funding is discontinued early after the start of the Ghent University scholarship, the latter will also be discontinued early.

This scholarship intends to support students from the start of their PhD studies at Ghent University. Candidates who already have secured a PhD scholarship to work on their PhD at Ghent University (for instance Nascere, HEC, ...) **are not eligible**.

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<sup>1</sup> It is not allowed to bring in projects as co-financing in which Ghent University is involved as a partner, e.g. VLIRUOS projects

For the part of the PhD research executed in the South, candidates also must demonstrate that they will be **sufficiently exempted from teaching or other assignments** as to be able to fully concentrate on their PhD research. Applicants are allowed to dedicate a maximum of 10% of their time (fulltime appointment) to other tasks (teaching and other tasks) while working on their PhD research in the South.

**This implies that there must be:**

- **A local PhD supervisor** at the university or research centre situated in one of the selected countries ('South').
- **A written and signed statement from that university's authorities** stating that the candidate is either a PhD student or a staff member of this university/research centre and will receive a **fulltime scholarship or fulltime salary** for a period of **24 months** when working on the PhD at the partner university in the South.
- **The partner university in the South must guarantee in this statement that the candidate will be sufficiently exempted from teaching or other assignments** as to be able to fully concentrate on the PhD research while working in the South.

**The grant is not renewable.**

The amount of the scholarship is approximately € 2.470 per month for the part of the PhD done at Ghent University.

The Ghent University supervisor receives a bench fee of € 310/per month + travel budget of € 8000 to cover (part of) the operational costs and part of the travelling costs of the student, the Ghent University supervisor and the local supervisor.

**Country list of developing countries:**

Least Developed Countries	Other Low Income Countries (per capita GNI <= \$1 045 in 2020)	Lower Middle Income Countries and Territories (per capita GNI \$1 046-\$4 095 in 2020)	Other Countries
Afghanistan	Democratic People's Republic of Korea	Algeria	Cuba
Angola	Syrian Arab Republic	Belize	Ecuador
Bangladesh		Bolivia	Peru
Benin		Cabo Verde	South Africa
Bhutan		Cameroon	
Burkina Faso		Congo	
Burundi		Cote d'Ivoire	
Cambodia		Egypt	
Central African Republic		Eswatini	
Chad		El Salvador	
Comoros		Ghana	
Democratic Republic of the Congo		Honduras	
Djibouti		Iran	

Eritrea		India	
Ethiopia		Indonesia	
Gambia		Kenya	
Guinea		Kyrgyzstan	
Guinea-Bissau		Micronesia	
Haiti		Mongolia	
Kiribati		Morocco	
Lao People's Democratic Republic		Nicaragua	
Lesotho		Nigeria	
Liberia		Pakistan	
Madagascar		Papua New Guinea	
Malawi		Philippines	
Mali		Samoa	
Mauritania		Sri Lanka	
Mozambique		Tajikistan	
Myanmar		Tokelau	
Nepal		Tunisia	
Niger		Ukraine	
Rwanda		Uzbekistan	
Sao Tome and Principe		Vanuatu	
Senegal		Vietnam	
Sierra Leone		West Bank and Gaza Strip	
Solomon Islands		Zimbabwe	
Somalia			
South Sudan			
Sudan			
Tanzania			
Timor-Leste			
Togo			
Tuvalu			
Uganda			
Yemen			
Zambia			

## **Funding & Mobility scheme**

The scholarship holder can choose to divide the Ghent University scholarship into several research periods within a span of 4 years. **The scholarship holder needs to respect the minimum sandwich schedule for this type of scholarship.**

- Students need to **start and end** with a research stay of minimum 3 up to maximum 12 months at Ghent University.
- The **first research stay** at Ghent University needs to start between 1/10/2024 and 28/02/2025.
- At least **24 months of locally funded research stay in the South** must be scheduled in between the first and last research stay at Ghent University.

### **Exceptions to the funding & mobility scheme**

Applicants seeking an exception to the funding and/or mobility scheme must obtain approval from the Ghent University Research Administration. They must submit an application for this using the [template](#) designated for this purpose and submit it to [BOF@ugent.be](mailto:BOF@ugent.be) no later than **January 19, 2024**.

- **Mobility scheme doesn't start with a stay at Ghent University**
  - Applicants who can demonstrate that they are unable to start their 4 year PhD research with a research stay at Ghent University because the partner university/research center in the South requires a successful completion of a PhD study program in their university before starting further research activities, can request an exception to the mobility scheme.;
  - Applicants whose doctoral research starts with fieldwork taking place in the South can apply for an exception to the mobility scheme;
- **PhD research has already started: include pre-funding in mobility scheme**

Applicants who can demonstrate that they have successfully completed a full-time funded PhD research appointment/PhD study period (of up to 12 months) can request to integrate this period in the funding and mobility scheme.

The grant is primarily aimed at individuals who are at the start of their PhD. Persons whose PhD is already well advanced and who are seeking funding to finalize their PhD are outside the scope of this call. To a limited extent, applicants who have already started their PhD research will be allowed to apply to the call provided that, by 1/10/2024, a period of minimum 36 months of research activity is still required to complete the PhD.

- **Include pre-funding of up to 12 months in the South in the mobility scheme:**
  - applicants who can demonstrate that they have successfully completed a full-time funded PhD research appointment/PhD study period at the partner university/research center in the South can request to integrate this period in the required 24 months of locally funded research stay in the South
  - Maximum 12 months of already funded research in the South can be integrated into the mobility program.
- **Include pre-funding of up to 12 months at Ghent University in the mobility scheme:**
  - Applicants who have already completed a period of funded PhD research at Ghent University can also include this period in the mobility scheme. Maximum 12 months of already funded research at Ghent University can be integrated into the mobility program.
  - In this case, the funding requested from Ghent University is proportionally reduced. The minimum of BOF-funding is 12 months.

The Ghent University research administration decides whether this period of pre- or co-financing can be included as part of the obligatory 48-month of funding (24 months co-

financing South + 24 months co-financing Ghent University). Applicants must motivate and submit the necessary evidence that they receive a "full-time salary/income" during the pre-funding period and are "sufficiently exempted from other duties" to be able to "focus full-time on their PhD research".

### **Degree**

Students are obliged to pursue a Ghent University PhD degree, either as a 100% Ghent University degree or as a Ghent University Joint PhD degree (in which case a joint PhD agreement with the partner university in the South must be signed after the start of the scholarship at the latest).

If the Ghent University grant holder receives a single PhD degree from another institution instead of Ghent University, the latter can reclaim the scholarship from the student.

### **Evaluation of applications and granting of the scholarships**

The Research Council will base its selection on the evaluation of:

- 1. the qualifications of the applicant for the doctoral grant**
- 2. the South-North Context**
- 3. the doctoral project**, including the scientific/scholarly potential of the Ghent University supervisor research group(s); the partnership between Ghent University and the local institute; the scientific/scholarly potential of the local institute.

This call is highly competitive. The average success rate for this call is approximately 25%.

### **Relevance of the research topic for the South-North Context.**

No restrictions will be imposed relating to the fields of research, nevertheless preference will be given to topics that are relevant for the South-North Context. The members of the Working Group for Development Cooperation (WOS or Werkgroep voor Ontwikkelingssamenwerking) of Ghent University take part in the selection and will also give advice on the South-North Context of the project proposals.

South-North Context Development relevance relates to "the extent to which the objectives of a proposal are consistent with beneficiaries' requirements, country needs, synergy opportunities, global priorities and partners' and donors' policies"

### **Following operational criteria will be taken into account:**

- 1. The proposal provides relevance and benefits for society**
- 2. The proposal enhances local institutional capacity building and partnership between the North and South**
- 3. The proposal takes into account the local context and contributes to a sustainable environment**

See section 3.3. South – North Context of this application guideline for more details on the operational criteria.

Applicants will also be invited to motivate their PhD studies in relation to the expected capacity building for the local context in the South (institution, region, country, ..). Candidates will also be asked to explain their future professional career in their home country once they have obtained their doctoral degree and how they will validate the new knowledge acquired during their doctoral studies.

### **Language**

The applications for doctoral grants for candidates from developing countries must be submitted in English.

## **Submission**

The application for doctoral grants for candidates from developing countries must be submitted on the **application form** provided for this purpose at <http://www.ugent.be/en/research/funding/phd/bof/dos/docos.htm>

The application form has to be submitted electronically via e-mail to **BOFApplication@ugent.be** (please use a pdf converted from the Word document and not a scanned pdf ).

Add a copy of the following annexes to the application:

- **records of study results** and documents that prove the study results of the candidate, including a ranking and/or percentile score<sup>2</sup> (preferably translated in English/French/German). An **exception** is made if the university cannot provide the ranking or percentile score but in that case a **statement** (letter, email) from a lawful representative ((vice-)rector, (vice-)director, dean, ...) of that university is needed, explaining that they cannot deliver this kind of information.
- **Note that a legalized copy of your diplomas** will be needed at the moment of admission/enrolment as a PhD student at Ghent University (which is a separate procedure from the application for funding, see for more information on how to legalize a diploma on: <https://www.ugent.be/prospect/en/administration/application/application-degree/legalisation.htm>)
- **A written statement from a lawful representative of the partner university/institution concerning the co-financing of the candidate's PhD research at this university/institution**

The application form has to be named as follows: "surname Candidate\_name Candidate\_DOS\_application". The annexes have to be named in the same way: surname Candidate\_name Candidate\_DOS\_Annex\_x.

E-mail the application form and annexes as separate PDF-files.

When sending the application, please make sure both the Ghent University supervisor (and co-supervisor) are included in the e-mail, either as sender, or in CC.

### **The Ghent University supervisor must submit the following 2 documents:**

- An [advice on the candidate](#), stating the supervisors opinion on the capability of the candidate as a future researcher.
- An [advice on the ethical and biosafety context](#) of the proposed research project

*If available a favourable ethical recommendations or evidence of a bio-safety file can be added as an annex to this advice.*

These 2 advice documents are available on the same webpage as the application form. The supervisor has to send these as separate documents to [BOFApplication@ugent.be](mailto:BOFApplication@ugent.be).

**Ghent University supervisors can support maximum 2 candidates per call. In that case the candidates should be of different gender.**

The deadline for doctoral grants for candidates from developing countries is: **February 20, 2024 at 23:59 (Belgian time)**.

The deadline will be strictly respected; late or incomplete applications will be rejected without review.

## **Selection result**

All Ghent University supervisors/candidates will receive a letter or e-mail with the selection result. Details on the feedback procedure will be mentioned in this letter. A list with selected candidates will be published on the Ghent University website.

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<sup>2</sup> *Ranking among fellow students: ranking of the obtained study results of the student with regard to the group of students in the same year and the same study program. Percentile score: is the ranking among fellow students expressed in terms of percentage with regard to the group of students in the same year and the same study program.*

### **Procedure for admission at Ghent University as a student taking a PhD degree**

All students who do not have a master degree from a Flemish university and who want to enrol as a PhD student at Ghent University, need to get prior permission by the Rector of Ghent University to do so, regardless of the funding for the PhD research. To obtain this permission, a specific admission procedure needs to be followed. This admission procedure can be started *after* the result of the funding is known, and will need to be initiated by the Ghent University supervisor.

### **Scientific report**

Within 3 months following upon the end of the grant a final scientific/scholarly report must be submitted, signed by the Ghent University supervisor. It will present the current state of affairs in the research project. The scientific/scholarly report must be made on the required forms, which are available on the University website <https://www.ugent.be/en/research/funding/bof/dos/docos.htm>. The reports have to be sent electronically to [BOFapplication@UGent.be](mailto:BOFapplication@UGent.be).

### **Information**

For further general information, please contact the Research Co-ordination Unit, e-mail to [BOF@ugent.be](mailto:BOF@ugent.be), Mrs Griet De Geyter– tel + 32 9 264 36 32 (or MS Teams: Griet.DeGeyter@ugent.be).



## **APPLICATION GUIDELINE**

The application form consists of **3 parts**: Part I – Data of the applicant, Part II – The partner university or research centre in the developing country, Part III – Qualification of the Ghent University research group.

*Please use this application guideline to fill in the application form in a correct way. Applicants will need to have the assistance of both supervisors (North and South) to complete the application form.*

### **PART I – Data of the Applicant**

#### **1. Administrative information**

(must be filled out completely and accurately, using arial font size 10 pt.)

##### **1.1. Title of the doctoral research**

Concise title of the doctoral research.

##### **1.2. The candidate**

##### **1.3. Ghent University supervisor (only one allowed)**

**All applicants need the prior commitment of a Ghent University professor who will act as the PhD supervisor of their research. Without this support a funding application is not eligible and will be rejected without review.**

**A Ghent University supervisor can support 2 candidates maximum per call, on condition they are of a different gender.**

The proposals must be co-submitted by:

1) a supervisor who is, at the moment of the deadline of this call, associated with Ghent University either as:

- a member of the tenured academic staff (Zelfstandig Academisch Personeel)
- a visiting professor with at least a research assignment

or by:

2) a senior assistant, senior lector, assistant professor, associate professor, full professor or senior full professor within the integration framework at UGent who holds a PhD degree. In this case, it is compulsory to add a co-supervisor (see 1.4) who belongs to category (1) supervisor.

This Ghent University supervisor acts as the sole authorized person for the granted research budget and as spokesperson. The supervisor carries the responsibility for the proper implementation of and reporting on the project.

Please mention the ORCID-ID of the supervisor.

The supervisor is obliged to have an ORCID-ID (publically available). Those who do not yet have an ORCID-ID can find more information on: <https://www.ugent.be/orcid>.

##### **1.4. Ghent University co-supervisor (only one allowed)**

Co-supervisors have no access to the budget (Grants-code) for this PhD research. As is evident in the project description and the plan of work, the co-supervisor must make a real contribution to the coordination of the PhD research. Depending on the category to which the supervisor belongs, the following distinction is being made:

- If the supervisor belongs to **category supervisor type (1)**, a co-supervisor is **optional**. At the moment of the deadline of this call, the co-supervisor must:

- belong to one of the categories of the supervisors
- have an appointment at Ghent University, the University Hospital, VIB Gent, IMEC Gent, and/or Vlerick Leuven Gent Management School or at one of the University Colleges (“hogescholen”) from the Ghent University Association **and** hold a PhD degree.
- If the supervisor belongs to the **integration framework or will retire during the course of the scholarship**, it is **compulsory to add one co-supervisor** who belongs to **category supervisor type (1)**. In that case the application has to be supported by a co-supervisor who is:
  - a member of the tenured academic staff (Zelfstandig Academisch Personeel)
  - a visiting professor with at least a research assignment

The status of the Ghent University co-supervisor (including the type and duration of the appointment) and the home institution have to be specified in the application forms.

Please mention the ORCID-ID of the supervisor.

The supervisor is obliged to have an ORCID-ID (publically available). Those who do not yet have an ORCID-ID can find more information on: <https://www.ugent.be/orcid>.

### **1.5. Supervisor at the partner university or research center in the “Southern” country (obligatory)**

Give the name and details of the supervisor at the partner university or research centre who will, jointly with a Ghent University supervisor, supervise the PhD.

The supervisor must have the authority to supervise PhD students and must hold a PhD degree.

### **1.6. Researcher involved in the project (if applicable)**

i.e. a researcher within or outside the Ghent University Association who will make a contribution to the project. This researcher supports the research project in a substantial way without being a (co-) supervisor..

### **1.7. Research council committees**

In order to evaluate the applications, the Research Council and the Council for Development Cooperation rely on their own committees. The committees consist of members representing the following faculties:

Committee for the Humanities and Social and Behavioural Sciences (‘Alpha’ Working Group): Faculty of Arts and Philosophy, Faculty of Law and Criminology, Faculty of Economics and Business Administration, Faculty of Psychology and Educational Sciences, Faculty of Political and Social Sciences

Committee for the Sciences and Engineering (‘Beta’ Working Group): Faculty of Science, Faculty of Engineering and Architecture, Faculty of Bioscience Engineering.

Committee for Biomedical and Medical Sciences (‘Gamma’ Working Group): Faculty of Medicine and Health Sciences, Faculty of Veterinary Medicine, Faculty of Pharmaceutical Sciences

As a rule, the application will be discussed in the Committee to which the Ghent University supervisor’s faculty is assigned. If it is preferred that the application is discussed in another committee, this can be requested and motivated (e.g. cross-faculty cooperation).

**Only 1 Committee can be selected, it is not possible to discuss a proposal in 2 different selection Committees.**

### **1.8. Does the proposed research include possible ethical and/or biosafety issues and/or processing of personal data?**

The Ghent University supervisor must submit a separate [advice on the ethical and biosafety context](#) of the proposed research project. The advice document is available on the same webpage as the application form.

If available a favourable ethical recommendation or evidence of a bio-safety file can be added as an annex to this advice.

### 1.9. Abstract of the research proposal

Please give a short Dutch and English description of the research proposal in maximum 60 words. Include the title of the project, the abstract and also at least 3 keywords, divided by a semicolon “;”.

### 1.10. Research field codes (at least one):

Please include at least 1 research field code. For the different codes, see <https://www.ugent.be/en/research/research-ugent/research-discipline.htm> under “Disciplinary Subfield L4”.

### 1.11. Data Management Plan

When research funding is granted by BOF, the researchers (promoters or holders of a pre-doctoral or post-doctoral fellowship) will be asked to write a **data management plan (DMP)** and submit it to [dmp.admin@ugent.be](mailto:dmp.admin@ugent.be) within 6 months after the start of the project.

The DMP has to be based on one of the templates that are available on [DMPonline.be](http://DMPonline.be). It is preferable to use this tool also for the drafting of a DMP.

Researchers are also expected to keep the DMP **up-to-date** during the course of the project and are accountable for the data management of their projects at any time. No later than three months after the end of the project, the researchers will need to upload the final version of their DMP in GISMO.

See for more information on: <https://www.ugent.be/en/research/datamanagement/policies/ghent-university.htm#BOF-andIOF-fundedresearch>.

Questions about writing a DMP or the templates can be addressed to [rdm.support@ugent.be](mailto:rdm.support@ugent.be)

### 1.12. Parallel applications

Indicate whether the doctoral research proposal as a whole – or some part of it – has also been submitted elsewhere. If that is the case, then give the requested information and enclose a single copy of each parallel application.

1. *Which researchers have contributed to the present project proposal? What is the contribution of each of these researchers?*
2. *Are there any other research proposals that overlap partly or entirely with the present proposal? If so, how do they overlap and what is the status of the other proposals? Is this overlap (partly) the result of previous collaborations with other researchers?*
3. *In case of overlapping research proposals, why is additional funding applied for?*
  - a. *Is this to maximize the chances to receive funding? In this case the Research Council can decide to award its funding conditionally, meaning that the funding will only be granted if the parallel application is not successful. In that sense, the information regarding the overlap of research proposals will have no influence on the evaluation procedure itself. But if needed the research council will cancel the selection or reduce the allocated budget to avoid funding the same project twice.*
  - b. *Or is the additional funding supplementary to the parallel funding applied for via another funding program? In case both applications are successful: how will these budgets complement one another, what will each budget be used for?*

## 2. The candidate

### 2.1. Studies

Candidates will be evaluated on the basis of:

- Study results

- Ranking among fellow studies (for both bachelor studies and master studies; you may give this ranking for each study year)<sup>3</sup>
- Percentile score (for both bachelor studies and master studies; or you may give this score for each study year)<sup>4</sup>

All candidates are asked to give the study results:

- for each year of study if there is a yearly result available
- for each diploma if there is only an end result available

**Candidates who obtained (bachelor and/or master) degrees at other universities or institutions of higher education than Ghent University (including interuniversity programs):**

- have to include copies of **all documents** which prove the **study results** mentioned: diplomas, transcripts of records and documents stating the **ranking** among fellow students **and/or the percentile score**. *An exception is made if the university cannot provide the ranking or percentile score but in that case a statement (letter, email) from a lawful representative ((vice-)rector, (vice-)director, dean, ...) of that university is needed, explaining that they cannot deliver the ranking and percentile score.*
- **Students who mention a GPA must always indicate the maximum score that can be obtained (e.g. .../3, .../4,.../5) and must add an official attestation of the grading/credit system.**

*Please note! Students with a Ghent university diploma do not have to add copies of their diploma or study result for this Ghent university diploma (except for interuniversity programs at Ghent university).*

The study results have a major impact on the evaluation of the application. This means that applicants need to prove that they are top students (in terms of study results). It is strongly recommended to provide official documents (ranking among fellow students, percentile score....) to attest this. Only when documents proving these results are added to the application, the evaluation committees will have all the necessary information at their disposal to assess the academic quality of the candidate.

## 2.2. Scientific activities and experiences since master diploma.

In this field you can briefly explain in which activities you have been involved since receiving your master's degree. These activities can be of all kind. It is important for the selection committee to have a clear understanding of what activities you have been involved in so far. You can list activities, experiences and achievements that may be relevant to assessing your potential to enter a PhD program. If you have already started your PhD, please indicate the current stage of your PhD.

**Remark!:** details of positions, activities, grants, training, publications,... are requested in the sections below. In this section (2,2) you can summarize what has been going on since your master's diploma.

## 2.3. Research grants or positions inside or outside Ghent University after university studies

If you already had any paid research grants or positions inside or outside Ghent University *after* university studies, mention them here (including any current position, stating whether this position is renewable and whether one has already applied to have it renewed). For example: appointments as researcher, staff member, teaching assignments, ....

<sup>3</sup> Ranking among fellow students: ranking of the obtained study results of the student with regard to the group of students in the same year and the same study program.

<sup>4</sup> Percentile score: is the ranking among fellow students expressed in terms of percentage with regard to the group of students in the same year and the same study program.

## 2.4. Other study/research activities

Please indicate other professional/research activities in between your studies and professional career (if applicable).

If you have pursued scientific/scholarly studies/training outside the homeland (other than those mentioned in the diplomas), they can be listed here.

Please do not mention attendances to international conferences.

## 2.5. Scientific/scholarly studies and/or experience outside the candidate's homeland (Other than those mentioned in the diplomas)

Mention the start and end date of each scientific/scholarly studies and/or experience abroad. Please do not mention attendances to international conferences.

## 2.6. Thesis

If you hold a Master's degree, please give the title of the Master's thesis (dissertation) and the requested information, as well as a brief description of the research topic.

## 2.7. Scholarly/scientific publications by the candidate

**GIVE AN OVERVIEW OF ALL PUBLICATIONS IN ACCORDANCE WITH THE CATEGORIES MENTIONED BELOW**

- List all publications, divided into the categories mentioned below and mention all authors of each publication.
- For each category, order the publications chronologically and number them.
- Only mention publications that are published, in press or accepted for publication.
- Also state explicitly which publications are in press or accepted for publication.

To give equal opportunities to all candidates, no bibliographic updates will be accepted after the deadline.

### Web of Science

- A1 **A1-articles** published in journals listed in the ISI Web of Knowledge (Science Citation Index, Social Science Citation Index, Arts and Humanities Citation Index) - restricted to contributions listed as: "article, review, letter, note, proceedings paper". Also **mention (compulsory) the quartile, ranking and impact factor of the journal** – preferably the impact factor and ranking of the year of publication, or if this is not (yet) available mention the most recent impact factor and ranking. If a journal has several rankings, mention the highest one (for quartile, ranking and impact factor, see <https://apps.webofknowledge.com/> ).
- P1 **Articles in proceedings** listed in the ISI Web of Science ('Conference Proceedings Citation Index – Science' of 'Conference Proceedings Citation Index – Social Science and Humanities') - restricted to contributions listed as: "article, review, letter, note, proceedings paper", not included in (A1).

**Full articles only, no abstracts, please include the first and last page number.**

### Other

- A2 **Articles** published in widely circulated scholarly or scientific journals with international peer review not included under A1.

- B1 **Author or co-author** of books (limited to books published by a scientific publishing company, no syllabi, no thesis).
- B2 **Author or co-author** of chapters in books (no proceedings of conferences).
- B3 **Editor of books** (including editor of proceedings).
- C1 Articles published in proceedings of scientific conferences, not included in the categories mentioned above - A1, A2, A3 or P1.  
**Full articles, no abstracts, please include the first and last page number.**
- C2 Patents.

Were you during the last 5 years absent due to maternity leave, long term sick leave, parental leave, care leave or other? If so, mention how many months you were absent. When evaluating your application the research council will take into account the time that was available for producing scientific output.

### 3. The doctoral research

#### 3.1. Explain the proposed doctoral research (with a bibliography of all cited articles).

On maximum **3 pages** (bibliography of cited articles excluded). Use Arial, size 10 pt.

**Applications that do not respect this format will be considered as not eligible.**

Concise scholarly/scientific explanation, with a description of the objective of the doctoral project and the progress which it would represent in relation to the current state of research in the field. The work plan will include a scholarly/scientific and technical description of the planned activities aimed at achieving the established objective. Please add a detailed bibliographic list of all cited articles, books, others.

No restrictions will be imposed relating to the fields of research, nevertheless preference will be given to topics that are relevant for the **South-North Context**. (Please do consider also section 3.3 South-North Context when drafting the research project.)

#### 3.2. Planning and time schedule of the doctoral research

On maximum ½ page.

- Give a planning (in the form of a schedule) over a period of **48 months** (24 months in Ghent/ 24 months in the South). Mention the activities related to the doctoral research, clearly showing when the activity will be carried out and where (at Ghent University or the partner institute).

##### **The following mobility scheme is mandatory:**

- Students need to start and end with a research stay of minimum 3 up to maximum 12 months in Ghent.
- The first research stay in Ghent needs to be started between 1/10/2024 and 28/02/2025.
- 24 months of locally funded research stay(s) in the South must be scheduled in between the first and last research stay in Ghent.

Students need to keep in mind that due to all practical arrangements (visa, housing, contract, ...) different (short) research stays can be time consuming for the student to manage.

Students are obliged to pursue a **Ghent University PhD degree**, either as a single Ghent University degree or as a joint PhD degree with the partner university in the South (in which case a joint PhD agreement must be signed, see section 3.5).

For exceptions on the funding & mobility scheme, please see page 6 of this document.

Applicants who want to request an exception on the mobility scheme must submit a [specific form](#) to [BOF@ugent.be](mailto:BOF@ugent.be) by January 19, 2024 at the latest.

### **3.3. Context South-North**

The proposal strengthens local institutional capacity building and partnership between North and South. The proposal takes into account the local context and contributes to environmental sustainability.

#### **3.3.1. Relevance and benefits of the proposal for society**

On maximum 1 page.

No restrictions will be imposed relating to the fields of research, nevertheless preference will be given to topics that are relevant for society. This relates to “the extent to which the proposals’ objectives are consistent with beneficiaries’ requirements, country needs, synergy opportunities, global priorities and partners’ and donors’ policies”.<sup>5</sup> Please make sure that this section aligns with the proposed doctoral research projects as described in section 3.1.

Following operational criteria can be taken into account:

- Do the research deliverables have potential and sustainable impact on the local<sup>1</sup> population, national<sup>1</sup> authorities and/or implementation of international policies, in short- or in long-term?
- Does the research or its deliverables discuss or challenge national and/or international policy priorities? For instance does the proposal fits into one of the Sustainable Development Goals (SDG’s) targeted by the United Nations. These goals can be found on <https://sustainabledevelopment.un.org/sdgs> or for more information on SDG’s within the context of research please have a look at the Ghent University webpage on SDG’s: <https://www.ugent.be/intranet/en/research/soc-value/sdg-research.htm>

#### **3.3.2. Partnership and capacity building**

Explain the partnership and capacity building in relation to criterium 1 (Relevance and benefits to society).

On maximum 1 page.

- Does the PhD contributes to local institutional capacity building in the South and can the capacity that will be generated be further developed in the long term? What are the possibilities for validation of the acquired knowledge at the partner university in the South?
- Is there sufficient local expertise and support in the South; i.e. local supervisor as 2 years of the PhD period is carried out at the local institution?
- Why is the knowledge build-up best situated at the specific local context in the South (institution, region, country, ..)
- Are there previous collaborations or new synergies and opportunities for collaboration with the partner university/research centre in the South?
- Is there an added value and reciprocity in the North-South collaboration?
- Will the candidate be incorporated in a research group in the developing country afterwards?

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<sup>5</sup> VLIR-UOS Selection System – Policy and guidelines – version 03.02.2017, p. 8

### 3.3.3. Local context and environment

On maximum 1 page.

Following operational criteria can be taken into account:

- The proposal takes into account the local environment in the use of relevant methodologies.
- The proposal aims to combine or translate a global or local development objective with an appropriate project
- The research approach makes use of relevant methodology and pays attention for local dissemination
- The research deliverables contribute to the production of knowledge and presence in the global debate in and by the “South”

### 3.4. Doctoral degree

**Indicate whether the candidate wants to obtain a pure Ghent University doctoral degree or a joint doctoral degree between Ghent University and the partner university.**

Joint PhD degree means that two (or more) partner institutions assume joint responsibility for the supervision of the PhD candidate’s doctoral research, the organization of the doctoral examination and the award of the doctoral degree. The degree awarded can be either a joint degree (one diploma signed by each institution) or a double degree (two diploma’s, with the name of the partnering institution clearly mentioned so they cannot be mistaken for two separate degrees). For more information about Joint PhD agreements see: <https://www.ugent.be/en/research/doctoralresearch/enrolment-doctorate/joint-phd/overview.htm>

In case of a joint degree, an additional agreement needs to be drawn up between the candidate, Ghent University and the partner university. This agreement does not need to be ready for the present scholarship application but will need to be arranged when the scholarship starts.

**Without a signed and valid agreement Ghent University grant holders are always obliged to pursue a single Ghent University degree.**

**A yearly re-enrolment as a PhD student at Ghent University** is obligatory, even when working on the PhD in the partner university in the South.

**If the Ghent University grant holder receives a single PhD degree from another institution instead of Ghent University, the latter can reclaim the scholarship from the student.**



## **PART II – The partner university or research centre in the developing country**

### **1. Guarantees for the doctoral research at the partner university or research centre**

The candidate must propose 24 months of locally funded research stay in the South in between the first and last research stay in Ghent (see mandatory mobility scheme, 3.2 mobility scheme).

A written and signed statement of the partner university concerning this co-funding is required.

This statement should indicate the period and type of funding (minimum 24 months of fulltime PhD scholarship or salary) that the candidate will receive while working on the PhD research at the partner university or research centre in the South. Please include the mobility scheme or mention the specific periods the partner will co-fund this research. This statement must also guarantee that the candidate will be sufficiently exempted from teaching or other assignments.

The part of the research that will be executed in the South must be funded (e.g. local PhD scholarship or salary) by the partner institution in the South, or a(n) (inter)national government/funding agency/partner institution (excluding Ghent University). It is **not allowed** to bring in research projects as funding that include Ghent University as a partner (e.g. VLIRUOS funded projects).

The candidate must indicate clearly how and under which conditions the research will be executed at the partner university or research centre and how this will be financially supported. Mention which financial and practical measures are taken to guarantee that the candidate will be able to conduct doctoral research at the partner university or research centre in the South. For example: will the candidate have a research appointment or receive a PhD scholarship?

Candidates must have a fulltime scholarship/funding for the PhD research at the partner university to be eligible for the Ghent University funding.

The candidate must be sufficiently exempted from teaching or other assignments as to be able to fully concentrate on the PhD research. Applicants are allowed to dedicate maximum 10% of their time (fulltime appointment) to other tasks (teaching and other tasks) while working on their PhD research at the partner university in the South.

Students who receive no funding at all for the PhD research at the partner university in the South or who only receive a partial scholarship/funding (e.g. tuition fee waiver or bench fee type of scholarship) are **not eligible**.

If the financial support in the South proves to be insufficient to execute the research in the South or is terminated early or if the candidate does not receive sufficient time in the South to fully focus on the PhD research, Ghent University can decide to cancel the scholarship at any time.

*See the final page of the application form for a suggested template for this co-funding statement.*

Applicants who request an **exception to the mobility plan** (as described above on p.6), please submit the document “[Exception funding & mobility scheme](#)” together with the required supporting documents to [BOF@ugent.be](mailto:BOF@ugent.be) by January 19, 2024 at the latest.

### **2. Contribution of the supervisor at the partner university or research centre to the PhD research**

On maximum ½ page.

Describe the proposed research work within the framework of the research topics that the supervisor is currently studying or plans to study in the future. Indicate how the experience of the supervisor at the partner university or research centre will contribute to the PhD research of the candidate.

### 3. Qualifications and scientific output of the supervisor at the partner university or research centre

#### 3.1. Mandatory annexes

The supervisor has to add the **two annexes** mentioned below to the application.

➤ **Mandatory annex 1: Curriculum vitae (max. 2 pages)**

The supervisor has to attach an CV in English as an annex to this application. The CV should include a standard academic and research record. A suggested outline (template) is available in the application form. The structure of the CV may be modified. Any research career gaps and/or unconventional paths (due to for example maternity leave, sick leave, etc..) should be clearly explained so that they can be fairly assessed.

See the application form for a suggested template for the CV.

➤ **Mandatory annex 2: achievements track record of the supervisor**

Please attach a list of achievements reflecting the track record of the supervisor in English as mentioned in the template.

See the application form for a template. **The obligatory elements A, B and C together are limited to max. 2 pages. There is no limitation for elements D, E, F, G.**

## **PART III – Qualifications of the proposed Ghent University research group (to be filled out by the Ghent University (co-) supervisor)**

### **1. Context and strategy of the Ghent University research group(s) relating to the doctoral research**

In this part, the proposed research work must be situated within the framework of the different research topics that are relevant to the application and that the research group(s) are currently studying or plan to study in the future. Other possible research topics of the research group(s) can be indicated. When this relates to a totally new topic of the research group(s), then it must be briefly explained and justified.

If necessary, this part can be filled out separately both by the supervisor and the co-supervisor.

### **2. Scientific output per Ghent University (co-)supervisor**

#### **Link to the academic bibliography ‘biblio’**

For the Ghent University (co-) supervisor, give the link to the bibliographic data in biblio. It is **not** necessary to download the file and add it to the application. Just add the UGent ID code to the link (replace the red part in the link).