

## **2024 "WAITRO Fellowship" Call for Applications**

The "WAITRO Fellowship" is an initiative by the WAITRO Secretariat to increase participation in the WAITRO Fellowship Pool, fostering the exchange of both technology and personnel. The program aims to enhance cooperation among WAITRO researchers, management professionals, and Research and Technology Organizations (RTOs).

### **I. Eligibility Criteria:**

1. The WAITRO Fellowship is primarily intended to encourage and support WAITRO Member organizations to join the WAITRO Fellowship Pool.
2. Applicants must be affiliated with member institutions of WAITRO, including both Full and Associate members.
3. Applications must include, in addition to the Fellow, permission from the individual's institution (the "sending institution") and a statement from a host institution willing to accept the individual as a WAITRO Fellow. The sending institution and host institution must be existing WAITRO members (typically for at least 3 months).
4. Academic applicants should hold a master's degree or higher in natural sciences, engineering, or a related field relevant to the SDGs.
5. Management applicants should possess a bachelor's degree or higher.
6. Applicants should be in good physical and mental health and actively involved in research or management roles at their respective institutions.
7. Proficiency in English communication is a prerequisite.
8. Commitment to abide by local laws and respect local customs during the exchange period is required.

9. Each WAITRO member institution is limited to three applications in any calendar year.
10. Preference will be given to candidates who have not previously received funding through this program.

**II. Application Fields:**

Collaboration proposals are sought in any area aligned with the UN Sustainable Development Goals framework.

**III. Funding Details:**

1. Number of beneficiaries: The WAITRO Secretariat will support a maximum of 20 individuals in the first phase.
2. Airfare support: WAITRO will provide airfare assistance based on the geographical distance between sending and receiving institutions. Within 3000 kilometers, the standard is \$1000; 3000-6000 kilometers, the standard is \$2000; beyond 6000 kilometers, the standard is \$3000.
3. Incentive fund: Institutions hosting researchers for six months or more can apply for an incentive fund of up to \$5000, as part of the Fellowship, to cover project expenses. Institutions hosting managers for three months or more can apply for up to \$2000. The amount, if awarded, depends on the duration and quality of the project and is payable after satisfactory completion of the Fellowship.
4. Other expenses: Sending and receiving institutions must negotiate expenses such as personnel salary, insurance, accommodation, etc. to support the Fellow during the project.

**IV. Application and Acceptance Process:**

**(A) Application Materials:**

- Applicant's CV, including educational background, work experience, and relevant research/managerial activities.
- A cover letter explaining the amount of travel subsidies requested and the purpose, duration and expected outcome of the visit.
- Agreement between sending and receiving institutions regarding the applicant's salary, insurance, accommodation, etc.
- Resume and proof of employment for the applicant.
- Other supporting documents as desired (e.g., academic certificates, recommendation letters, language proficiency certificates).

**(B) Application Process:**

- Applicants submit required materials to the WAITRO Secretariat.
- The Secretariat reviews the materials and conducts interviews as necessary.
- The Secretariat may engage outside experts to assist in evaluations.
- The Secretariat confirms the evaluation results and publishes the selection notice.
- Selected individuals will be notified by email, and the selection notice will be sent to the sending institution.
- Fellows or sending institutions apply for airfare reimbursement (up to the appropriate limits) any time after the applicant arrives at the receiving institution, providing relevant vouchers to the Secretariat. Applications must be received within 60 days of the start of the Fellowship.
- Receiving institutions apply for the incentive fund after the applicant completes the exchange, submitting a report on the exchange results and relevant evaluations. The Secretariat assesses the project and disburses the incentive subsidy.

**(C) Submission of Materials:**

Applicants should electronically submit materials (in PDF format) named "WAITRO Fellowship Application + Applicant's Name" to the WAITRO Secretariat with email, to [duanr@jitri.cn](mailto:duanr@jitri.cn).

**V. Project Execution and Requirements:**

**(A) Project Execution:**

- The Secretariat signs a Fellowship Agreement with the applicant, sending institution, and receiving institution.
- The applicant engages in the exchange at the receiving institution, completes the exchange, and submits summary materials.

**(B) Summary Materials:**

Within 15 working days after completing the exchange, the applicant must submit the following summary materials to the WAITRO Secretariat:

- Written summary material.
- At least 10 high-resolution research exchange record photos (resolution greater than 1280×720).
- Research exchange record video with a duration of at least 10 minutes, resolution above 1080P.
- Immigration information, including copies of visa pages and entry/exit records.

**(C) Requirements:**

- Applicants must plan the visit schedule, execute the proposed tasks, and comply with relevant laws and regulations in the receiving country.
- Within 3 working days of arriving in the host country, applicants must report to the WAITRO Secretariat via online video conference.
- If applicants need to adjust the agreed program for any reason, they

must submit an application to the WAITRO Secretariat 20 working days in advance and obtain approval before making changes.

- If applicants breach the Fellowship agreement with the WAITRO Secretariat, they may not reapply for the program.

**VI. Contact Information:**

Ms Ran Duan, Director, the WAITRO Secretariat in China, [duanr@jitri.cn](mailto:duanr@jitri.cn)