

2024 JITRI-WAITRO Fellowship Call for Applications

I. Background

The "WAITRO Fellowship" is a collaborative initiative by the WAITRO Secretariat, fostering technology and humanities exchanges. The program aims to enhance cooperation among WAITRO researchers, management professionals, and Research and Technology Organizations (RTOs). The fellowship aims to offer research exchange and communication opportunity to contributions to SDG Goal10 Reduced Inequality and Goal17 Strengthen the means of implementation and revitalize the Global Partnership for Sustainable Development.

II. The program

The JITRI-WAITRO Fellows program provides a comprehensive learning experience at the nexus of science and technology. It is an outstanding opportunity for exceptional midcareer research professionals and innovation supportive managers with an interest in advancing science and technology, and there transition from these into sustainable businesses. The fellows will participate in research or industrial transitional process at an international research institution in foreign countries. That experience aims to promote global network for partnership and innovation in Science and Technology, which fills technological gap in some member countries or excels the technologies in others.

The fellowship requires a full-time commitment with a minimum 1-month and maximum 6 months residence in the host institute in 2024. The fellowship begins in **Jan. 2024** with the visiting program during which time the fellows meet with research or innovation supportive leadership and generate hands-in experience on the local innovation-supportive ecosystems.

JITRI and WAITRO will assist all fellows in partnering with a host institution within the JITRI ecosystem and will cover travel expenses and subsidies on housing, within defined limits. Each fellow is, however, solely responsible for their health, safety and other expenses during the time of visiting.

Fellows prepare a formal presentation on a science or technology topic which they have been engaged during the fellowship. Fellows should return to their home institution on the due date when fellowship ends.

III. Eligibility Criteria:

1. In general, academic researchers or managers applying for this project should hold a Master's degree or higher. However, exceptionally talented individuals may qualify for relaxed criteria.
2. Applicants should be actively involved in research or management roles at their respective institutions. The applicant should be physically and mentally capable to complete the chosen visiting period.
3. Proficiency in English communication is a prerequisite.
4. Commitment to abide by local laws and respect local customs during the exchange period.
5. Each WAITRO member institution is initially limited to two (2) applications.
6. Preference will be given to candidates who have not previously received funding through this program.

7. JITRI will allocate funding for up to 20 researchers per year.
8. JITRI will assess applications and make the final funding decisions.

IV. Application Fields:

Collaboration opportunities are sought in various areas aligned with the UN SDGs framework.

V. Funding Details:

1. Number of beneficiaries: JITRI will support a maximum of 20 individuals in the first phase.
2. Airfare support: Applicants from WAITRO member institutes can also apply for WAITRO fellowship for airfare support. For other applicants, JITRI 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:
 - Professors and equivalent Fellows: \$2500/month
 - Assistant professors and equivalent Fellows: \$2000/month
 - Other Fellows: \$1500/month
4. Other expenses: home and host institutions will negotiate expenses such as personnel salary, insurance, accommodation, etc.
5. The funding should not be used in procurement of other goods or services than designated purpose.

VI. Application and Acceptance Process:

(A) Application Materials:

1. Application form including a short project proposal with 1,000 words (template see Appendix 4).
2. Agreement between home and host institutions regarding the applicant's salary, insurance, accommodation, etc.
3. Resume and proof of employment for the applicant.
4. Other supporting documents (e.g., academic certificates, recommendation letters, language proficiency certificates).

(B) Application Process:

- Applicants shall reach agreement with home institute on the exchange.
- Applicants submit relevant materials to the JITRI with email to ocd@jitri.cn.
- The Secretariat reviews the materials and conducts evaluation after the call closed; applicants selected to the final evaluation will receive an interview by JITRI.
- JITRI shall communicate with potential host institutes on agreement of receiving the applicants.
- Applicants/home institutions can apply for airfare support before the air travel . JITRI/WAITRO Secretariat(if applicants are from WAITRO member institutes) will purchase flight tickets for the applicants.
- Host institutions apply for the incentive fund after the applicant completes the exchange, submitting a report on the exchange results and relevant evaluations. JITRI 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 JITRI to: ocd@jitri.cn .
- JITRI will send feedback to applicants within 3 month after receiving the applications.

(D) Material Acceptance:

- JITRI conducts a formal review of the application materials.
- JITRI organizes experts to conduct evaluations.
- JITRI 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.

VII. Project Execution and Requirements:

(A) Project Execution:

- JITRI signs relevant agreements 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. The receiving institution can apply for the incentive fund based on the actual situation.

(B) Summary Materials:

- Within 15 working days after completing the exchange, the applicant must submit the following summary materials to JITRI:
 - Written summary material.
 - At least 10 high-resolution research exchange record photos (resolution greater than 1280×720).
 - Immigration information, including copies of visa pages and entry/exit records.

(C) Requirements:

- Applicants must carefully plan the visit schedule, strictly adhere to the visit tasks, and handle overseas procedures in accordance with relevant regulations. During the visit, they must strictly comply with local laws.
- Within 5 working days of arriving in the host country, home institute must report to JITRI on the back of fellows via email.
- If applicants need to adjust or withdraw from the program due to uncontrollable factors, they must submit an application to the JITRI 20 working days in advance and obtain approval before making changes.
- If applicants unilaterally breach the agreement with the JITRI after signing the relevant agreement, they may not apply for the program next year, affecting other personnel from the sending institution.
- If applicants withdraw from the program before signing the agreement with the JITRI, the sending institution will fill vacancies in order of the proposed list.

VIII. Conflict of Interests

JITRI will request information from finalists about ongoing personal and professional activities or interests that might conflict with the participation of a fellow. This disclosure is required to identify any activity or interest that might represent a real or apparent conflict, including:

1. Significantly impair the fellow's objectivity, or
2. Create an unfair competitive advantage for any person or organization.

Each finalist will provide a list of past, existing, and future paid and unpaid activities, board affiliations, consultancies, or other interests and sources of financial support. To preserve the integrity of the fellowship program, fellows will sign a statement affirming that there are no conflicts of interest or competing interests.

IX Taxability

Fellowship stipends and relocation/housing reimbursement may be subject to income taxes in some countries.

X. Contact Information:

JITRI/WATRO Secretariat

Ms. DUAN Ran : duanr@jitri.cn

Appendix 4. Template of short proposal/application form

SHORT PROPOSAL FOR JITRI-WAITRO FELLOWSHIP

1. Project Title

A. Application No. : *(For JITRI)*

B. Research topic title :

C. Submission date :

2. Organization / Affiliation

A. University or Institute :

B. If a WAITRO member organization: Yes/No

C. Faculty :

D. Major :

3. Applicant information

A. Name :

B. Position :

C. Education:

No.	Degree	University	Year

D. Publications:

No.	Title	Journal / Volume / Issue / Page	Year

E. Brief introduction on the planned research project/activities during the visit :

(Include. Research proposal within 1,000 words, and one section on other planned activities, conferences, lab works etc. during the visiting period, please also specify when the activities would happen)

4. Information on host institution

A. Name of PI :

B. Position :

C. Brief self-introduction of the PI

D. Brief state the relevance of the applicant's work to PI's research:

E. Project Team (if any):

No.	Role	Name
1	Coordinator	
2	Team	
3	Team	
4	etc	

F. Research Timeline

ex) For a 6-month study

Activity	1 st Month	2 nd Month	3 rd Month	4 rd Month	5 rd Month	6 rd Month
	√					
		√				
			√			
				√		
					√	
						√

5. Expectation results from the fellowship (academic and in general)

6. The possibility to continue the research connection after the fellowship completed.

7. Has the home and host institutions have reached agreement on the applicant’s salary, insurance, and housing during the visit? If yes, please provide a photocopy of an written agreement signed by the representatives of home and host institutions. If no, this application will not be viewed by the assessment committee until the written agreement is provided.

● **Below form will be filled by HOST institute**

1. Name of the institute
2. Number of applicants intend to receive:
3. Period of hosting the applicant(s):
4. Please explain value of the project and if your institute would like to host the applicant(s).

