Guidelines for Applications – Round 2

1. **Objectives:**
* To contribute to the internationalisation of the University community
* To raise the profile of the University globally.
* To initiate and consolidate links with the world’s top universities and the University of Southampton’s strategic international partners.
* To enrich the intellectual landscape of University and the wider community.
* To encourage and consolidate international research collaborations, particularly those allied to the USRGs and Institutes, and ultimately to leverage external funding to facilitate world-leading and world-changing research.

**2 International Visiting Fellows will:**

* Be outstanding senior scholars with an established research track record or fast-tracking mid-career academics with distinctive achievements in their field, with preference given to those conducting interdisciplinary research that falls within one or more of the University Strategic Research Groups or Institutes.
* Normally be employed at:
* either a highly ranked non-UK “Top 50” worldwide university, as defined by rankings such as the [QS World University Rankings](http://www.topuniversities.com/qs-world-university-rankings), the [Times Higher Education World University Rankings](http://www.timeshighereducation.co.uk/world-university-rankings/) or the [Academic Ranking of World Universities](http://www.shanghairanking.com/)
* or a non-UK [Worldwide Universities Network](http://www.wun.ac.uk) member institution.

However, applications for outstanding candidates based at other highly regarded institutions will also be considered.

Details of current Fellows can be found at <http://www.southampton.ac.uk/global-connections/visiting-fellowships.page>

**3 Funding available:**

* Total funding available for 2015/16 - £60k. **For Round 2, £30k is available.**
* The contribution from the Diamond Jubilee International Visiting Fellowship fund for each fellowship will not normally exceed £15k.
* Funding applications must include a contribution of **at least 25% contribution from other internal or external funding sources.**

**4 Conditions of Funding:**

* Fellows will hold a Visiting Fellowship status at the University of Southampton for a period of up to 3 years. The period of the Fellowship will normally be from 1 August 2015 to 31 July 2018. The terms of this Visiting Fellowship will be laid out in the award letter and associated documentation.
* Visiting Fellows will be expected to spend at least one a month at Southampton during the lifetime of the 3 year fellowship. This can be completed accumulatively.
* Visiting Fellows will be on paid sabbatical leave or other agreed leave from their employer for the duration of their fellowship. Award of a Visiting Fellowship is not intended to create an employment relationship with the University of Southampton and the Visiting Fellow remains an employee of their home institution.
* Visiting Fellows must be nominated by a member of academic staff at the University of Southampton and be approved by the relevant Dean and USRG Chair if appropriate.
* The nominating member of staff will work together with the prospective Visiting Fellow to complete the application. A 2-page CV listing the proposed Fellow’s publications and research should also be included along with the names and contact details of three referees.
* The Visiting Fellow must obtain a supporting statement and signature from the relevant office in their home institution.
* Visiting Fellows will be encouraged to contribute to the research environment and to the profile of the University. All applications should include at least one proposed event/activity aimed at early career researchers and one public outreach event, such as a public lecture. Applications proposing ambitious and innovative programmes of research and related activity will be considered more favourably than those which do not.
* Visiting Fellows should be encouraged to list the University as an affiliation on all publications or similar outputs produced as a result of the visiting fellowship. Issues of exploitation, dissemination and ownership, as with any collaborative research relationship, will need to be agreed between the University of Southampton and the fellow’s home institution and this should be addressed in the application.
* Nominating staff will be responsible for introducing the Visiting Fellow to the University and for ensuring they are given adequate guidance and resources to undertake the proposed research.
* A month after the end of the Fellowship, the Visiting Fellow and the nominating member of staff must submit both a final fiscal report and a report detailing activities and outcomes.

**5 Deadline and funding approval process:**

* The next deadline will be **29th May 2015**.
* Applications should be submitted to Alison Tebbutt (A.M.Tebbutt@southampton.ac.uk) in the International Office
* The Review Panel will normally include the Vice-Chancellor, PVC International, PVC Research and the Director of the International Office.
* The Review Panel will normally meet at least within 1 month after the deadline. Fellows and nominators will normally be notified 2 weeks after the panel meeting.
* The Review Panel will assess applications as per the published assessment criteria below (**Section 6**). Normally the review panel will attempt to allow as many different Faculties and Academic Units as possible to benefit from an International Visiting Fellowship award
* The fund will normally run annually. Subject to the availability of funding, the next round of applications will be considered during the 2015-16 academic year.

**6 Assessment Criteria:**

Previous successful applications demonstrated several of the following elements:

* a proposed Fellow with a strong international profile, either of senior status or of a more junior status but whose career showed a steep upward trajectory
* clear potential to raise the profile of the University of Southampton
* a new activity or an element of additionality to existing activities
* the involvement of junior colleagues
* a high proportion of matched funding from other sources

Applications will be assessed against the following criteria:

1. **Quality of the proposed Fellow**

Applications that provide evidence of the proposed Visiting Fellow’s strong academic track record, including influential publications, leadership on grants and projects, impact on policy and society and membership of prestigious organisations will be ranked highly.

1. **Quality and strategic fit of the proposed Fellow’s home institution**

Applications for potential Visiting Fellows employed at either a “Top 50” worldwide university or at one of the University’s specific partner institutions will be particularly welcome, however candidates from other highly regarded institutions with a relevant academic profile will also be considered.

1. **Objectives and anticipated outcomes and benefits for the individuals, group(s) and institutions**

It is expected that the objectives of the Visiting Fellowship will be ambitious yet achievable. Proposals will be ranked highly for demonstrating that the activity and the broader relationship will be of far-reaching benefit to the universities, the individuals and the research field. The Panel will look for direct and indirect measures of success.

These measures should include **quantitative outputs**, such as:

* Publications (including the Fellow and/or the host team as named authors providing the University of Southampton is acknowledged)
* Conference papers (including the Fellow and/or the host team as named contributors providing the University of Southampton is acknowledged)
* Funding bids (both unilateral bids submitted by the host group as a consequence of the fellowship or bilateral/multilateral bids including the Visiting Fellow and their home university as a named collaborator)
* Learning and teaching collaborations (including plans for undergraduate exchange, joint PhDs, summer schools, elearning initiatives, shared resources)
* Product development and patents (where an intellectual property agreement is in place)

These measures should also include **qualitative outcomes**, such as:

* Enhancing the international research environment on campus and for the wider community
* Initiating a long term partnership
* Furthering a significant area of research
* Contributing to the professional development of the individuals involved.

The application needs to demonstrate that the Fellowship is the best vehicle to fulfil the given objectives.

1. **Quality, ambition and strategic fit of the proposed research collaboration facilitated by the Fellowship**

Applications proposing activity supportive of world-leading research in terms of originality, significance and rigour that also supports the strategic aims of the relevant group(s) will achieve the highest score.

1. **Proposed programme of collaborative activities**

Applications will be scored highly if they demonstrate how they are able to contribute to the richness of the local intellectual landscape within and outside of the University. This could be, for example, via public lectures and other events, engagement with doctoral projects and guest lectures on masters and undergraduate level courses.

1. **Sustainability of the relationship**

Applications which outline a proposed plan of continued engagement will be treated most favourably. This might include details of the potential of the groups to collaboratively leverage external funding, to publish jointly, to cooperate in learning and teaching initiatives or student exchange and to pursue continued joint research of some nature.

1. **Visa requirements:**

International Visiting Fellows may be required to obtain a visa prior to entry into the United Kingdom for the purpose of the visit. More information can be obtained from the UK Visas and Immigration (UKVI) website <https://www.gov.uk/business-visitor-visa> where there is specific reference to Academic Visitors within the advice relating to Business Visitors.

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