Thank you for your interest in the Ada Booth Research Fellowship. These guidelines will assist you to prepare your application for a fellowship.

Information about the fellowship and the application form are available from the Ada Booth Research Fellowship website at: https://www.monash.edu/library/ada-booth-fellowship.

GOALS

- To enable scholars to access the Monash University Library Slavic and related collections to undertake unique research on Slavic and related studies. Information about these collections is available on the Library Guide for Slavic Studies.
- To provide scholars with a contemporary research space and liaison with library staff and academics in Slavic and Eastern European Studies.
- To showcase the research outputs of the Fellowship and strengthen Slavic and related studies’ research.

AWARD

- Up to AUD20,000 in non-salary funding for travel, accommodation, living expenses and other project related expenses. The Library will arrange and pay for accommodation and travel directly. Fellows will receive a fortnightly stipend for living expenses.
- More than one fellowship may be awarded.
- Access to Monash Library’s eResources before and after the fellowship for a limited time period.

ELIGIBILITY

- Applications are open to researchers, including academic staff, researchers from non-academic institutions, postgraduate students and independent scholars.
- Open to domestic and international applicants.
- Previous applicants are encouraged to re-apply for the Fellowship.
- Current Monash University staff and students are not eligible to apply.
- Previous recipients are not eligible to apply.

DURATION OF FELLOWSHIP

The fellowship is intended for a minimum of 3 months, up to a maximum of 6 months, subject to negotiation.

KEY DATES

Applications open: 1 October 2019
Applications close: 31 January 2020
Shortlisted candidates will be notified by: 2 March 2020
FELLOWSHIP REQUIREMENTS

- Fellows are expected to make significant use of Monash University Library's Slavic and related collections and are expected to work at the Sir Louis Monash Library on the Monash University Clayton campus for the duration of the fellowship.
- Fellows are expected to engage with Monash University Library during the time of their fellowship. An appropriate level of English is expected.
- The award must be taken up in the year it is granted.
- Fellows are responsible for securing a valid visa to support their research visit to Australia for the duration of the fellowship. The fellowship is conditional on fulfilling this in a reasonable time period. Monash University will provide general assistance and a letter of support if required.
- Fellows will be responsible for the organisation of their travel and en route stop-over accommodation. Monash University Library will arrange local accommodation for the agreed duration of the Fellowship. The awarded funds may not cover the full cost of the visit.

PROVISIONS

- Monash University Library will provide a dedicated working space within the Sir Louis Matheson Library for the duration of the fellowship and organise access to facilities required (including the Library’s extensive online resources).
- The Ada Booth Librarian will liaise with the fellows during their tenure of the fellowship and facilitate communication with relevant schools, departments, research centres and other relevant institutions in Melbourne if required.

SELECTION CRITERIA

- Relevance of the proposed project to Monash University Library’s Slavic and related collections.
- Outcomes to be achieved by use of the Library’s Slavic and related collections.
- Achievements, academic record, research performance, awards and prizes.
- Aims, significance, plan and methodology of the proposed project.

APPLICATION SUBMISSION REQUIREMENTS

Failure to adhere to the following requirements may result in an application being deemed ineligible.

ONLINE APPLICATION

- All applications must be submitted through the online application form: https://MonashUniversityLibrary.formstack.com/forms/adaboothfellowship2020.
- Candidates are required to respond to all questions in the online application form (refer Appendix A).
- The online application form permits applicants to save their application before completion. Applicants can return at any time to complete the online application prior to the final submission deadline.

REQUIRED DOCUMENTATION

Candidates are required to upload the following documentation as part of the online application process:
- Curriculum Vitae, including a list of major publications and/or productions and other relevant materials.
- 2 written referrals on formal letterhead.
- Researchers who have yet to obtain their doctoral degree also need to have a letter of recommendation from their supervisor(s).
SELECTION PROCESS

- A selection panel comprised of the Ada Booth Librarian, representatives from Monash University Library and the Faculty of Arts will assess the applications received against the selection criteria.
- All candidates will be notified of the outcome of their application by 2 March 2020. Shortlisted candidates will be contacted to arrange the next step in the selection process.

EXPECTATIONS

Fellows are required to:

- deliver a presentation and/or other suitable public event (e.g. seminar, round table, public lecture) based on their work during the time of their fellowship
- contribute to promotional content (i.e. photographs, interviews, articles, etc.) for use in Library promotional channels (e.g. Library blog, Monash Insider, Library’s social media channels)
- produce the output identified in the application
- acknowledge the Ada Booth Fellowship and Monash University Library in any output resulting from the fellowship
- contribute to an end-of-fellowship report
- provide Monash University Library with a copy of any publication resulting from the fellowship for deposit in the Library’s collection
- Fellows are encouraged to provide opportunities for student engagement
- Fellows may also be invited to participate in other Library activities
- open an Australian bank account and an Australian Tax File Number. Monash University Library staff will assist you with this during your first week.
APPLICATION PROCEDURE

PRELIMINARY

Applicants are strongly encouraged to discuss their interest with the Ada Booth Librarian, to assess feasibility and fit with the collections and facilities at Monash.

Please direct any queries in writing to lib-fellowship@monash.edu

APPLICATION FORM

The application form is available online at https://www.monash.edu/library/ada-booth-fellowship. The completed online application form must be submitted by the closing date, 31 January 2020.

All applications must:

- complete all questions on the online application form, clearly outlining the project and identifying the Monash University Library collections with which the applicant is most interested in working
- detail preferred dates of the intended fellowship
- upload a current curriculum vitae, including a list of major publications and/or productions and other relevant material
- upload a written referral from each referee, presented on official letterhead stating the formal title of the referee.

Note: researchers who have yet to obtain their doctoral degree are required to upload a letter of recommendation from their supervisor(s).

PROJECT PROPOSAL

The Fellowship programme is highly competitive. The quality of the written application is of paramount importance.

CLOSING DATE

Applications close on 31 January 2020. Late applications will not be considered.
APPENDIX A

Below is a summary of the questions candidates must answer in the Online Application form:

- Title, First Name, Family Name
- Address, Suburb/Town/City, State (for Australian residents only), Post code, Country
- Daytime Phone
- Alternative Phone (e.g. Mobile/Cell)
- Email
- Alternative email (optional)
- Citizenship
- Languages spoken (in order of fluency)
- Degrees and qualifications
- Current position
- Briefly outline current research interests (maximum 500 words)
- Recent publications and/or projects that relate to this application.
- Detail any factors such as mobility/disability that may need to be accommodated to access Monash University Library.
- Title of proposed research project
- Preferred dates and duration of Fellowship (3-6 months)
- Requested funding details (maximum AUD20,000)
- Detail proposed use of funds
- Names and contact details of two professional referees, including title, name, address, country, email and telephone number(s) and relationship to the applicant (e.g. PhD Supervisor, publisher, etc.)
- Please detail your proposed project including:
  - Project aims, plan and an indication of the primary materials you wish to research (maximum 500 words)
  - Anticipated outcomes and significance of the intended research (maximum. 500 words)
  - Is the intended research a discrete project, or part of larger project? Please state the expected completion date.
  - The audience for the results of the research
  - Outline how the research could be published, exhibited, performed or otherwise produced
  - Additional information relevant to your application.