

Halbert Exchange Program  
Munk School of Global Affairs at the University of Toronto  
**Halbert Network Fellowship – Stage II Application**  
For Fellowships Commencing Fall 2017

**Instructions:**

Your Stage II application for a Halbert Network Fellowship must include all application documentation listed below (items I to V). These documents should be submitted together as one application package. The application package must be emailed to [halbert.munk@utoronto.ca](mailto:halbert.munk@utoronto.ca) no later than **Wednesday, March 1, 2017**.

**Documents to Include:**

- I. **Halbert Fellowship – Stage II Application Form** – The phase II application form will be forwarded directly to applicants successful at phase I. It can be filled out and printed in Adobe Reader. For the proposal abstract, you may find it convenient to cut and paste from your word processor, however, italics, bold, or special characters cannot be pasted.
- II. **Current Curriculum Vitae** – Please include a list of any changes to CVs for each member of the University of Toronto faculty team and complete CVs for each member of the Hebrew University Faculty team.
- III. **Statement of Research Project** – Your statement of research project should not exceed **3000** words. Please make sure each page is numbered and includes your name and “Network Fellowship” at the top. The statement should describe (in a way accessible to a multi-disciplinary audience):
  - The research question;
  - The importance of the project to your discipline and its relation to the existing literature;
  - Your methodology;
  - The contribution which the proposed inter-institutional collaboration will make to the project;
  - A detailed research agenda broken down into each of the three years of the Halbert funding including the role to be played by the network members;
  - The role, location, and anticipated audience for the conference; and
  - The final product of your research project.
- IV. **Graduate Student/Post-Doc Involvement** – Your description of graduate student and/or post-doctoral student involvement should not exceed two-pages. Please include the following:
  - The names, institutional affiliation, year in program, and supervisor for each of the graduate students;
  - The role that each student will play in the research project;
  - The expected hours of work involved; and,
  - How the project will help further their professional development
- V. **Budget** – Please include an itemized list of all expected expenses for each of the three years of the project. You only need to include expenses that will be covered by the Halbert Network Fellowship.

Fellowship Start Date		HALBERT EXCHANGE PROGRAM <b>Faculty Network Exchange Fellowship</b> <b>Stage Application</b>				Do Not Fill In Above Space	
Principle	Name						
		<i>Last</i>			<i>First</i>		<i>Initial</i>
	E-Mail				Phone		
	Mailing Address					<i>Home</i>	
					<i>Office</i>		
Project Summary		Title					
		Purpose					
		New or On-going?			Start & Stop Dates		
		Anticipated Total Project Budget Over the Entire Length					
U of T	Faculty Team (List additional members on Page 2 of this form)	Name	1.	2.		3.	
		Department					
		University					
		Rank					
Hebrew University	Faculty Team (List additional members on Page 2 of this form)	Name	1.	2.		3.	
		Department					
		University					
		Rank					
U of T	Graduate Students (List additional grad. students on Page 3 of this form)	Name	1.	2.		3.	
		Department					
		Hourly wage					
		Which years will s/he be involved (I, II, III)?					
		Budgeted hours of work per year					
		Role					
Hebrew University	Graduate Students (List additional grad. students on Page 3 of this form)	Name	1.	2.		3.	
		Department					
		Hourly wage					
		Which years will s/he be involved (I, II, III)?					
		Budgeted hours of work per year					
		Role					

Fellowship Start Date		HALBERT EXCHANGE PROGRAM <i>Faculty Network Exchange Fellowship</i> <i>Stage Application</i>		Page 2		Do Not Fill In Above Space	
Funding (Do not include current Halbert Application)	Funding Agent	1.	2.	3.	4.		
	Amount						
	Length						
	Secured or Applied?						
Summary Description of Planned Project Activity (During the Length of Halbert Funding Only)	Year I		Year II		Year III		
Summary Line Item Budget for Major Expenses Only (During the Length of Halbert Funding Only)	Year I		Year II		Year III		
	Line Item	Cost	Line Item	Cost	Line Item	Cost	
	1.		1.		1.		
	2.		2.		2.		
	3.		3.		3.		
	4.		4.		4.		
	5.		5.		5.		
	6.		6.		6.		
	TOTAL			TOTAL			TOTAL

Fellowship Start Date		HALBERT EXCHANGE PROGRAM <i>Faculty Network Exchange Fellowship</i> <i>Stage Application</i>		Page 3		Do Not Fill In Above Space	
<div>Project Abstract</div> <div>(Approx. 250 words. N.B. Only text appearing within the box will be printed.)</div>							
U of T	Faculty Team (Continued)	Name	4.	5.	6.		
		Department					
		University					
		Rank					
Hebrew University	Faculty Team (Continued)	Name	4.	5.	6.		
		Department					
		University					
		Rank					
U of T	Graduate Students (Continued)	Name	4.	5.	6.		
		Department					
		Hourly wage					
		Which years will s/he be involved (I, II, III)					
		Budgeted hours of work per year					
		Role					
Hebrew University	Graduate Students (Continued)	Name	4.	5.	6.		
		Department					
		Hourly wage					
		Which years will s/he be involved (I, II, III)					
		Budgeted hours of work per year					
		Role					