

## The Harry Frank Guggenheim Foundation

# Guidelines for Submitting Applications for Dissertation Fellowships

In addition to the foundation's program of support for postdoctoral research, ten or more dissertation fellowships are awarded each year to graduate students who would complete the writing of a dissertation within the award year. These fellowships of **\$20,000** each are designed to contribute to the support of the doctoral candidate to enable him or her to complete the thesis in a timely manner and are only appropriate for students approaching the final year of their Ph.D. work. This fellowship is *not* for support of doctoral research. Applications are evaluated in comparison with each other and not in competition with the postdoctoral research grant proposals. Applicants may be citizens of any country and studying at colleges or universities in any country.

Questions that interest the foundation concern violence and aggression in relation to social change, intergroup conflict, war, terrorism, crime, and family relationships, among other subjects. Dissertations with no relevance to understanding human violence and aggression will not be supported. Priority will also be given to areas and methodologies not receiving adequate attention and support from other funding sources.

### Eligibility

These grants are made to Ph.D. candidates who are entering the dissertation stage of graduate school. Usually, this means that fieldwork or other research is complete and writing has begun. If analysis and writing are not far enough along for an applicant to be confident that he will complete the dissertation within the year, he should not apply, as the application will not be competitive with those that comply with this timetable. In some disciplines, particularly experimental fields, research and writing can reasonably be expected to be completed within the same year, and in those cases it is appropriate to apply.

### Timing

Applications for dissertation fellowships must be received by **February 1**. If that falls on a weekend, the deadline is the following Monday. Applications are reviewed during the spring term and final decisions are made by the Board of Directors at its meeting in June. Applicants will be informed promptly by e-mail as well as letter of the Board's decision. Awards ordinarily commence on September 1, but other starting dates (after July 1) may be requested if the nature of the project makes this appropriate.

### Taxation

A recipient of a dissertation fellowship may be liable for income taxes on funds awarded, depending on whether the funds are used to pay tuition and certain other related expenses, the amount of the recipient's other income, the law of the recipient's domicile, and other factors. The foundation does not provide advice on tax matters. Applicants should consult their own tax advisors to determine the tax consequences of receiving a dissertation fellowship.

### Final Report

Recipients of the dissertation fellowship must submit a copy of the dissertation, approved and accepted by their institution, within six months after the end of the award year. Any papers, books, articles, or other publications based on the research should also be sent to the foundation.

## Application Procedure

Submit **two** copies of a typed application in English to

The Harry Frank Guggenheim Foundation  
25 West 53rd Street  
New York, N.Y. 10019-5401

The deadline for *receipt* by the foundation is **February 1**. Late applications will not be considered. Applications may not be submitted by fax or email. Please attend to the following items, including them in each of the two copies:

- Every page of the application must be printed single-sided.
- The Project Description must be double spaced.
- The last name of the applicant must appear on the upper-right corner of all pages after the title page.
- Each copy of the application should be collated in the sequence described below. (Please do not submit an application with two title pages, then two abstracts, etc.)
- The pages of the application should be bound with a removable fastener. No pages of the application should be stapled.

### A. Title Page

You may fill in the attached form by hand or typewriter or use a word-processing program to create a copy and complete it. You may also download a fillable PDF version from [hfg.org](http://hfg.org).

### B. Abstract Page and Survey

Enter an abstract describing the project and its relevance to the study of aggression and/or violence. (If necessary, the abstract page can be imitated and completed with a word-processing program.) The abstract should be an informative but succinct description of the doctoral project—do not exceed the space provided. Complete the survey located beneath the abstract box. The survey information is for statistical purposes only and does not affect our evaluation of the application. If you are using the PDF version of the application, use the drop-down menus to choose items in the survey. Otherwise, please choose your responses from the following lists:

<b>Primary Discipline</b>	<b>Topics (up to 3)</b>	<b>Time Period</b>	<b>Geographic Region</b>
Anthropology	Aggression	Contemporary	Africa
Biology	Animal Behavior	20 <sup>th</sup> Century	Asia (China, Japan, Korea)
Communications	Biology	19 <sup>th</sup> Century	Asia (Other)
Criminology	Brain	18 <sup>th</sup> Century	Europe
Economics	Crime	Pre-18 <sup>th</sup> Century	Former U.S.S.R.
Education	Drugs/Alcohol	Multiple	Latin America
Gender Studies	Ethnicity/Race	Not Applicable	Middle and Near East
History	Family Violence		North America (Non-U.S.)
Interdisciplinary	Gender		Oceania
International Relations	Genetics		United States
Journalism	Genocide		Multiple
Law	Human Rights		Global
Literature/English	Law		Not Applicable
Military History	Media		
Neuroscience	Military History		

Non-English Languages	Nationalism
Philosophy	Political Violence
Political Science	Psychology
Psychology	Sexual Violence
Public Health	Terrorism
Public Policy	Totalitarianism
Race/Ethnic Studies	Violence against Women
Religion	War
Sociology	Youth

C. *Advisor's Letter and Advisor's Abbreviated C.V.*

Include a letter from the dissertation advisor evaluating the significance of the research and affirming that all requirements for the Ph.D. except the dissertation will have been satisfactorily completed at the beginning of the award period and that preparation for the dissertation is such that it will be completed within the academic year for which the fellowship is requested. (If this is not true, the advisor is doing the applicant no favor by saying it is. It would be better to encourage the advisee to wait until the appropriate time to apply.) As with all parts of the application, two copies are needed. Should the advisor prefer to preserve confidentiality, two copies of this letter may be sent in a sealed envelope but must be submitted with the application. Also attach copies of the advisor's c.v. (abbreviated to two pages, if possible).

D. *Applicant's C.V. and Graduate School Transcript*

Include the applicant's curriculum vitae and a list of relevant publications, if any. One copy of a transcript detailing her career in graduate school should be sent by the school directly to the foundation. If the Ph.D. program does not involve graded coursework, please include an explanation of the university's requirements. The applicant must request a transcript from the registrar's office early enough so that it will reach the foundation by the application deadline.

E. *Project Description*

Describe guiding theories, methods, study populations, etc., and explain how the research augments your discipline's body of knowledge. This is a chance to convince the foundation that a project is worth funding. Be concise, but give sufficient detail for a proper evaluation. The research description is typically about 15 double-spaced pages. Supplementary supporting materials are not necessary but may be submitted. However, the foundation cannot be responsible for the return of such material.

F. *Protection of Subjects*

If a project's subjects are living humans, or people with living relatives or associates whose lives may be affected by the research, the applicant must indicate what has been done to protect their safety or privacy. If subjects are non-human animals, the foundation must be sure that the applicant has avoided imparting unnecessary discomfort or harm to them in the course of the work. If an applicant's thesis involves documentary work concerning people long dead or otherwise incapable of being harmed, this should be stated.

G. *Other Support*

Describe facilities and resources already available for dissertation support. A Harry Frank Guggenheim Foundation Dissertation Fellowship may be accepted in conjunction with other awards, fellowships, or employment. A \$20,000 fellowship can only contribute to the support needed during an entire dissertation year. Does the applicant have other sources of support? Will she be working? Has he applied for other fellowships? Alternatively, it may be that a \$20,000 award will support the applicant for full-time work for a few months. We like to see that the applicant has thought about these practical matters.

### **Further Information**

Requests for further information should be directed to the Harry Frank Guggenheim Foundation, 25 West 53rd Street, New York, N.Y. 10019, by telephone to (646) 428-0971, or by email to [info@hfg.org](mailto:info@hfg.org). To discuss an application in detail, call or write our program officers. More information is also available on our web site, [hfg.org](http://hfg.org).



Applicant: \_\_\_\_\_

**Dissertation Fellowship Application to the Harry Frank Guggenheim Foundation**

**ABSTRACT OF DISSERTATION PROJECT**

[Large empty box for abstract text]

**THE FOLLOWING SECTION IS FOR STATISTICAL PURPOSES ONLY AND WILL NOT INFLUENCE EVALUATION OF APPLICATION**

**APPLICANT INFORMATION**

Have you applied for an HFG grant/fellowship before?  YES  NO

Are you a United States citizen?  YES  NO

If NO, what is your country of citizenship?

\_\_\_\_\_

Gender (optional): \_\_\_\_\_

**RESEARCH CATEGORIES**

(please select all that apply)

Primary Discipline: \_\_\_\_\_

Topic 1: \_\_\_\_\_

Topic 2: \_\_\_\_\_

Topic 3: \_\_\_\_\_

Time Period: \_\_\_\_\_

Geographic Region: \_\_\_\_\_