

The Harry Frank Guggenheim Foundation

Guidelines for Submitting Applications for Dissertation Fellowship

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, in the amount of \$20,000, are intended 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 proposals for our research grant. 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 of completing the dissertation within the year, he or she should not apply, as the application will probably 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 submitted by **February 1**. Applications are reviewed during the spring, with final decisions made by the Board of Directors at its meeting in June. Applicants will be informed promptly by email 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

Applications are submitted online. The application link can be found on our web site, hfg.org. The direct address is <https://www.grantinterface.com/hfg/Common/LogOn.aspx>. Applicants first create a login account and then may access the online application. **The deadline for submission is February 1** (midnight, EST). Late applications will not be considered.

(We will still accept a mailed application using our previous application method, a printable PDF form, provided it arrives at the foundation's office no later than February 1, or the following Monday if February 1 falls on a weekend.)

A. Project Title

Complete all questions in this section that are applicable to your proposed project. Some questions are required; these are marked with an asterisk (*).

B. Abstract and Survey

Enter an abstract by typing or pasting text. (Note the length limit.) The abstract should be an informative but succinct description of the project, including its relevance to aggression and/or violence. The survey questions--about the topics, time period, and geographic region of your project--are for statistical purposes only; this information does *not* affect our evaluation of the application.

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

A letter from your advisor must be uploaded by the advisor using our online system. In the section of the online application headed "Advisor Letter," please follow the instructions to enter your advisor's email address and then click "Compose Email." The system will prompt you to write an email to your advisor asking that they provide a letter. We will then send your advisor an additional email containing a link through which they may upload their letter. The letter should address the significance of the research and affirm 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.) The advisor's letter is due by February 15.

Please upload an abbreviated (two-page) version of your dissertation advisor's curriculum vitae. (You will not be penalized, however, if you are unable to shorten or obtain a shortened version of your advisor's C.V.)

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

Upload your own curriculum vitae of no more than two pages in length. Please arrange for your university to mail a copy of your official transcript to the foundation at the address below. The transcript should arrive at the foundation's office by February 15. If your Ph.D. program does not involve graded coursework, include an explanation of the university's requirements.

E. Project Description

Describe guiding theories, methods, study populations, etc., and explain how the dissertation research augments your discipline's body of knowledge. If your analysis is far enough along that all or some of your findings can be conveyed, discuss them. This is a chance to convince the foundation that a project is worth funding. Be concise, but give sufficient detail for a proper evaluation. Research plans are typically about 15 double-spaced pages (not including footnotes or references listed in a bibliography). Supplementary supporting material is not necessary but may be submitted.

F. Protection of Subjects

If your project's subjects are living humans, or people with living relatives or associates whose lives may be affected by the research, indicate what has been done to protect their safety or privacy. If subjects are non-human animals, the foundation must be assured that you have avoided subjecting them to unnecessary discomfort or harm. If your research 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 over the course of a year. Do you have other sources of support? Will you be working? Have you applied for other fellowships? Alternatively, it may be that a \$20,000 award will support you for full-time work for a few months. We like to see that an 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, by fax to (646) 428-0981, or by email to 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.