

*If you have read the entire pre-application summary and still have questions, please see the below FAQ.*

## **Urban and Regional Policy Fellowship FAQ 2016**

*What is the German Marshall Fund? What is the Urban and Regional Policy Program?*

The German Marshall Fund of the United States (GMF) strengthens transatlantic cooperation on regional, national, and global challenges and opportunities in the spirit of the Marshall Plan. GMF does this by supporting individuals and institutions working in the transatlantic sphere, by convening leaders and members of the policy and business communities, by contributing research and analysis on transatlantic topics, and by providing exchange opportunities to foster renewed commitment to the transatlantic relationship. In addition, GMF supports a number of initiatives to strengthen democracies.

The Urban and Regional Policy (URP) Program serves as a key resource and network builder for individuals and groups who make, influence, and implement urban and regional policy in the North America and Europe. The program seeks to inspire innovation and work collaboratively to apply new ideas on the ground by building networks of local and regional policy makers and practitioners.

*What is the URP Fellowship?*

The fellowship is a one-time grant given to mid-career professionals seeking to expand their professional expertise, networks, and ability to effectively solve local challenges through a focused transatlantic learning experience.

*Am I eligible to apply?*

Applicants must be policymakers or practitioners in state or local government, leaders from the private sector, or representatives of non-profit and policy organizations and have at least seven years of experience in their field. Applicants must also have English language and writing skills. In addition, applicants must have a strong record of project completion; must articulate clear understanding of how the fellowship can contribute to their professional development, to their home city or region, and to the transatlantic dialogue on urban issues; and must have an interest and ability to disseminate his or her findings and actively contribute to GMF's Urban and Regional network.

*I am European and my English is not perfect. Am I ineligible?*

European applicants concerned about their English language ability should contact GMF staff regarding possible submission of supplemental materials.

*When can I apply?*

The 2016 pre-application cycle will open on May 16, 2016 and close on June 17, 2016.

*How does the application process work?*

Candidates submit a pre-application to provide a basic overview of their research proposal, and GMF selects several candidates to submit full applications. Final selection is made by the Urban and Regional Policy Program's Advisory Committee.

*What are the requirements for pre-application submission?*

Please see Urban and Regional Policy Fellowship 2016 Summary for pre-applications.

*What happens after I submit my pre-application?*

GMF will determine whether each applicant fits the program's eligibility and criteria. If successful, GMF will ask each applicant to submit a full proposal. The Urban Program's Advisory Committee makes final selections after reviewing each proposal and interviewing each candidate.

*If I am selected as a finalist, what additional materials will I have to submit?*

You will be expected to submit a more complete application that expands upon your initial cover letter and to submit supplementary materials, including a letter of support from your employer, two references, and a budget. If you are selected as a finalist, you will receive an overview of these requirements no later than June 27, 2016.

*If I am selected, when do I have to complete my fellowship?*

For the 2016 application cycle, fellows will complete their fellowship between October 2016 and August 2017.

*What are the selection criteria?*

Provided that applicants meet fellowship requirements, GMF will judge applicants on their ability to argue that the proposed project meets the following criteria:

- The research question addresses a concrete, timely public policy problem or obstacle in the applicant's home community that strongly aligns with at least one five required fellowship themes;
- The proposed case studies can provide original insights on the research question than other potential sources of information;
- The proposed methodology is feasible and coherent;
- Based on the depth of professional experience and strength of professional network, the applicant has strong potential to successfully complete the fellowship and disseminate his or her findings;
- Additionally, the Advisory Committee members will consider the proposal's alignment with the Urban and Regional Policy Program's initiatives and the geographic and thematic diversity of the candidates and their projects in making the final determination.

*Is the selection process competitive?*

Yes. This year we will only award three fellowships.

*What policy topics does the fellowship focus on?*

For the 2016-2017 application cycle, GMF welcomes fellowship proposals one core theme: equitable & inclusive cities. See the full pre-application instructions for more information on this topic.

*What if my fellowship research topic falls outside of this theme?*

For the 2016-2017 fellowship cycle, GMF is only accepting applications in this theme. Future rounds of the fellowship will likely feature other topics on the transatlantic urban agenda.

*How long can I travel for?*

GMF gives funding for short-term travel. Fellows that receive short-term travel grants go abroad for approximately three to five weeks.

*Where can I travel to?*

The fellowship is to support transatlantic learning, thus all travel must be outside the applicant's home country and to the other side of the Atlantic. U.S. fellows can travel to any European country. European fellows can travel to any U.S. state. However, fellows will have to fully justify that their choice of site visit fully relates to their research topic.

*How many places can I visit?*

GMF will work with you to design an effective itinerary, but fellows typically visit two to three different cities.

*Do I have to complete the travel all at once?*

No. If your employer is not flexible, GMF will work with you to break your travel up into non-contiguous period provided the travel can be completed within the approved budget.

*Does GMF staff help me to design my fellowship and establish contacts?*

The primary responsibility for pre-trip scheduling and logistics falls with the fellow. GMF will assist the fellow as necessary by connecting them to its extensive U.S. and European contacts.

*What can I use the fellowship funds for?*

Fellowship funds cover the costs incurred or directly related to carrying out the project and should be used for travel, lodging, meals, and incidentals (such as internet access, phone, research materials, and transportation).

*Are there requirements for communication with GMF staff during the fellowship?*

Yes. Fellows are expected to maintain correspondence with GMF staff before, during, and after fellowship travel. For example, fellows must submit weekly progress reports during their fellowship travel that will be published on GMF's blog.

*What happens after I complete my fellowship?*

All fellows submit a Centerpiece Product that enumerates the key outcomes of the fellowship and outlines how outcomes can be translated and applied in the fellow's home community. GMF will work with each fellow to design an appropriate format. Past outputs include a policy brief, a journalistic article, and a practitioner's toolkit. Aside from the Centerpiece Product, fellows will be expected to work with GMF staff to create additional products, such as a weekly progress reports to Urban staff in the form of brief (600-800 word) blog post for potential use on GMF's blog that shall reflect takeaways and lessons learned from each week's meetings and site visits, a city case study write-up in which the fellow shall write at least one a short overview (no more than 500 words) of an innovation from their case study cities to highlight key lessons based on their research and visit, participation in GMF events, and/or presentation of research at GMF headquarters in Washington, DC or in other relevant conferences and events.

*What if I have other questions?*

Contact Christoph Schmid, Operations Coordinator ([cschmid@gmfus.org](mailto:cschmid@gmfus.org)).