



## Azerbaijan International Development Agency (AIDA)

### VISITING RESEARCH FELLOWSHIP PROGRAM INFORMATION NOTE

#### About program

“Visiting Research Fellowship Program” offers research opportunities for international scholars specialized in the Caspian Sea region and Azerbaijan. Candidates having academic interest in the region are welcome to apply for in-residence fellowships in Baku, Azerbaijan. “Visiting Research Fellowship Program” is carried out in cooperation with the following research institutions of Azerbaijan and is sponsored by the Azerbaijan International Development Agency (AIDA):

- 1- The Centre for Strategic Studies under the President of the Republic of Azerbaijan (SAM) ([www.sam.gov.az](http://www.sam.gov.az)).
- 2- The Research and Development Center – The Central Bank of the Republic of Azerbaijan ([www.cbar.az](http://www.cbar.az)).
- 3- The Institute of Human Rights, Azerbaijan National Academy of Sciences ([www.ihr-az.org](http://www.ihr-az.org))

The host institutions support scholars (“fellows”) by providing excellent conditions for conducting their research and by establishing a strong and fruitful network among academics in the country. They have acquired a unique position in the region and have meanwhile established themselves as research centers of international reputation.

#### Application period

The program sponsored by AIDA provides research opportunities for international scholars in the following periods of year:

- 1- The Centre for Strategic Studies under the President of the Republic of Azerbaijan (SAM):

Sessions / approximate dates	Application deadline
1 <sup>st</sup> session: 15 January – 15 April	15 December
2 <sup>nd</sup> session: 15 April – 30 June	15 March
3 <sup>rd</sup> session: <i>Normally not available. Could be arranged under special request.</i>	
4 <sup>th</sup> session: 15 September – 15 December	15 August

- 2- The Research Center of the Central Bank of the Republic of Azerbaijan

Sessions / approximate dates	Application deadline
1 <sup>st</sup> session: 15 January – 15 March	15 December
2 <sup>nd</sup> session: 15 April – 15 June	15 March
3 <sup>rd</sup> session: 15 July – 15 September	15 June
4 <sup>th</sup> session: 15 October – 15 December	15 September

### 3- The Institute of Human Rights - Azerbaijan National Academy of Sciences

Sessions / approximate dates	Application deadline
1 <sup>st</sup> session: 15 January – 15 April	15 December
2 <sup>nd</sup> session: 15 April – 30 June	15 March
3 <sup>rd</sup> session: 1 July – 15 September	15 June
4 <sup>th</sup> session: 15 September – 15 December	15 August

#### Eligibility

Applicants must meet the following criteria to be eligible for a fellowship award:

- Ideal candidates at the time of application should either already hold or be enrolled in a PhD programme.
- Preference is given to candidates whose research background and interests match the selected topic.
- Have an excellent command of English, both written and verbal.

#### Provision of support

- All fellows are provided with a roundtrip ticket to Azerbaijan.
- Fellows who have requested for the accommodation to be provided by AIDA will be sharing an apartment with 1 (one) other fellow of the same gender. Each fellow will have his or her private bedroom in the apartment.
- Fellows are granted a monthly stipend of 1000 AZN (approx. 1000 EUR) during the entire period of their fellowship.
- Emergency medical insurance for the period of the program is also covered.
- Accommodation utility bills are not covered by the program (participants are in charge for their gas, electricity, water, phone and internet bills).
- Visa issuing might take a long time. Therefore, we strongly advise you to make the application for 3 month visa to the Embassy of the Republic of Azerbaijan as soon as you receive your confirmation of participation in the program.

#### Research process

During the period of the program successful candidates will conduct their research on the topic selected from the list provided by AIDA.

With regards to carrying out the research the participants will be provided with work station, available resources. As wireless internet connection is available at the office it is advisable to take your personal laptop with you for your personal convenience.

Participants of the "Visiting Research Fellowship Program" are expected to work five days of a week (9:00 – 18:00) in the host office.

After meeting with their respective advisors at the work station, within the first 10 working days the researcher has to provide AIDA with the work plan reflecting activities planned to be implemented within the research program. AIDA should be kept informed on any change to the work plan.

Fellows are required to issue two reports, a mid-term report (*at the end of the first month*) during the fellowship period and a final report (*a week before the research presentation*) containing the result of research. The aforementioned reports should be submitted to the programme coordinator.

Moreover, researcher is expected to prepare a short (10-15 minutes) presentation on a topic. Program participants are also required to submit their presentation material to the program coordinator.

After completion of the Fellowship Programme, within the period of three months, the researcher is expected to issue and submit to AIDA published or disseminated research article/paper.

#### **Application procedure:**

To apply for the program researchers should submit hard copies of all documents listed below to the Embassy of the Republic of Azerbaijan in their country. Application documents should also be submitted electronically to the following email addresses: [mbial@mfa.gov.az](mailto:mbial@mfa.gov.az); [e\\_ahmadov@mfa.gov.az](mailto:e_ahmadov@mfa.gov.az); [ahmadov\\_emil@yahoo.com](mailto:ahmadov_emil@yahoo.com)

Candidates are asked to enter in the subject field of their e-mail message "Visiting Research Fellowship Program".

#### **The application package includes:**

1. Application Form for the Research Program;
2. Research Topic and Research Proposal (about 500 words);
3. Resume (CV) in English;
4. The list of publications;
5. The copy of a passport.

For queries about the application form you can contact the Program coordinator in AIDA, Mr. Emil Ahmadov:

Tel: (+99412) 5969132; (+99412) 5969377

Fax: (+99412) 5969132

Email: [e\\_ahmadov@mfa.gov.az](mailto:e_ahmadov@mfa.gov.az); [ahmadov\\_emil@yahoo.com](mailto:ahmadov_emil@yahoo.com)

#### **Selection Process**

After submission of application documents to AIDA through the respective Embassy of the Republic of Azerbaijan, fellowship applications are reviewed and evaluated by AIDA and the relevant research institution, based on eligibility criteria: academic performance, teaching and research, experience and relevance of selected research topic. Only successful candidates will be contacted.

*The electronic copies of the program documents can be downloaded from the following links:*

- **Program Information Note:** <http://tinyurl.com/pm92lhs>
- **Application Form:** <http://tinyurl.com/km2pl6s>
- **Research Proposal Form:** <http://tinyurl.com/qdkvkmo>



**Azerbaijan International Development Agency  
(AIDA)**

**VISITING RESEARCH FELLOWSHIP PROGRAM  
APPLICATION FORM**

**Photo**

*Note: Please TYPE in a word processing program.  
Do not leave any space blank.*

**1. PERSONAL DATA**

Full Name: \_\_\_\_\_  
First
Middle
Last (Surname)

Date of Birth			Sex	Marital Status	Nationality	Religion
Day	Month	Year				
			M [ ] F [ ]			
Passport Number			Type of Passport (Ordinary/Service/Diplomatic)		Passport Expiry	
Airport of departure			Airport of return (upon completion of the research program)		Preferred airport of transit	
Do you need us to send you a copy of acceptance letter in case you are selected for the program?					Yes [    ] No [    ]	

Permanent address : \_\_\_\_\_

Mailing address: \_\_\_\_\_

Tel.: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_      Mobile : \_\_\_\_\_  
Country code      area code      number

Fax No : \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Country code      area code      number

E-mail Address: \_\_\_\_\_

2. NAME OF RESEARCH INSTITUTE (where the research will be conducted):

3. RESEARCH TITLE (selected from the list of topics):

4. TIME OF APPLICATION:

(Write the year and put tick in front of the period you apply for)

Year: \_\_\_\_\_

1<sup>st</sup> session \_\_\_ 2<sup>nd</sup> session \_\_\_ 3<sup>rd</sup> session \_\_\_ 4<sup>th</sup> session \_\_\_

5. PRESENT OCCUPATION

Position / Title: \_\_\_\_\_

Department or Division: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Tel No : \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Fax No : \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Country code area code number Country code area code number

Term of Employment: from \_\_\_\_\_ to present

Describe your present duties:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. WORK EXPERIENCE OVER 5 YEARS

Name of Organization	From	To	Position/ Responsibilities
	Month/ year	Month/ year	
	/	/	
	/	/	
	/	/	
	/	/	

### 7. EDUCATION AND PROFESSIONAL TRAININGS

Name of Institution	From	To	Field of Study and Degree
	Month/ year	Month/ year	
	/	/	
	/	/	
	/	/	
	/	/	

### 8. LANGUAGE PROFICIENCY

Language Indicators:

Level I = Basic Knowledge

Level II = Limited Knowledge

Level III = Good Working Knowledge

Level IV = Fluent

Level V = Professional Translator

Language	Speak	Read	Write	Primary Language (Yes / No)

In case English is not your primary language, it is required to provide a proof of sufficient knowledge of English by meeting one of the following criteria:

- TOEIC: \_\_\_\_\_
- TOEFL IBT/PBT: \_\_\_\_\_
- IELTS: \_\_\_\_\_
- A diploma of secondary or higher education where English was the language of instruction.
- Other: \_\_\_\_\_

### 9. DISABILITIES, SPECIAL NEEDS OR SUPPORT

If you have a disability, special needs or a medical condition that will require a special assistance concerning your studies or stay in Azerbaijan, please tick the appropriate box and enclose further details in a separate sheet.

No Disability

Dyslexia

Blind/Partially sighted

Deaf/Hearing impairment

Wheelchair User/Mobility difficulty

Personal Care support

Mental Health difficulty

Unseen disability e.g. Diabetes, Epilepsy

HIV / AIDS

Other Disabilities:  
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## 10. ACCOMMODATION

Please put tick at the appropriate line:

I request AIDA to provide me with the accommodation and agree to stay in the provided apartment under the conditions indicated in the "Program Information Note" of this program.	_____
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I will organize and pay for my accommodation myself.	_____
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## 11. REPORTING

After meeting with the respective advisors at work station, within the first 10 working days, I agree to provide AIDA with the work plan reflecting activities planned to be implemented within the research program period and I will keep AIDA informed on any change to the work plan;

I agree to submit a mid-term report (*at the end of the first month*) during the fellowship period and a final report (*a week before the research presentation*) containing the result of research.

I agree to summarize the research outcomes and submit to AIDA;

I agree to make a presentation on the conducted research topic (in English) at the end of the research program;

I agree to submit to AIDA published or disseminated research article/paper on the research done, within the three months after the completion of the research program.

## 12. EMERGENCY CONTACT

Full name: \_\_\_\_\_

How related to you: \_\_\_\_\_

Mobile number (daytime): \_\_\_\_\_

Mobile number (nighttime): \_\_\_\_\_

E-mail: \_\_\_\_\_

## 13. DECLARATION OF CONSENT

I hereby declare that I have read the "Program Information Note" and agree with all the points; the above statements are correct and complete and I am of sound health to carry out the envisaged research project.

Signature: \_\_\_\_\_

Date \_\_\_\_\_

The electronic copies of the program documents can be downloaded from the following links:

- Program Information Note: <http://tinyurl.com/pm92lhs>
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- Research Proposal Form: <http://tinyurl.com/qdkvkmo>



**Azerbaijan International Development Agency  
(AIDA)**

**VISITING RESEARCH FELLOWSHIP PROGRAM  
RESEARCH PROPOSAL FORM**

*Note: Please TYPE in a word processing program. Do not leave any space blank.*

<b>PRINCIPAL RESEARCHER</b>	
Full name:	
Date and Place of Birth:	
Sex:	
Marital Status:	
Nationality:	
Passport Number and Date of Expiry:	
Mobile phone:	Work phone:
E-mail:	
<b>NAME OF THE RESEARCH INSTITUTE:</b> (where the research will be conducted)	
<b>RESEARCH TITLE:</b> (selected from the list of topics)	
<b>TIME OF APPLICATION:</b>	
(Write the year and put tick in front of the period you apply for)	
Year: _____	
1 <sup>st</sup> session    ___    2 <sup>nd</sup> session    ___    3 <sup>rd</sup> session    ___    4 <sup>th</sup> session    ___	
<b>STATEMENT OF PURPOSE:</b> (To what extent the produced research article/paper will contribute to the development of you personally and the research country? Do not exceed more than 500 words.)	



<b>STUDY OBJECTIVES:</b>	
<b>METHODOLOGY:</b>	
<b>RESULTS AND DISSEMINATION:</b> (How do you plan to use or disseminate the produced article/paper on the results of the research?)	
<b>TIMEFRAME:</b> (it should be in the form of a GANTT Chart, activity by activity.)	
<b>DECLARATION OF CONSENT:</b> (I hereby declare that I have read the "Program Information Note" and agree with all the points; the above statements are correct and complete and that I am of sound health to carry out the envisaged research project.)	
Date:	Signature:

*The electronic copies of the program documents can be downloaded from the following links:*

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## **The Centre for Strategic Studies under the President of the Republic of Azerbaijan (SAM)**

### **Research topics**

1. Azerbaijan as a multi-religious country: inter-confessional relations and tolerance;
2. Azerbaijan as a regional economic driver;
3. South Caucasus and possible developments in the region;
4. Perception of Azerbaijan on the role of international organizations in resolution of the Nagorno-Karabakh conflict;
5. Possible practices for the resolution of Nagorno-Karabakh conflict;
6. The role of regional organizations in development of multilateral relations among the countries of the Black Sea region;
7. The role of Azerbaijan in non-alignment movement;
8. The role of Azerbaijan in energy security of Europe;
9. The new challenges towards the energy security and cooperation with the EU;
10. Trend of development of alternative energy resources in Azerbaijan and its impact on the energy security of the state;
11. New possible integrative process among the Caspian Sea states;
12. Possibilities for solution of Azerbaijani-Turkmenistan legal dispute over the oil fields in the Caspian Sea;
13. Transit potential of Azerbaijan and its impact on regional development;
14. Baku-Tbilisi-Kars railway: the Iron Ground for the Silk Road;
15. Cyber security and its importance for Azerbaijan;
16. Roadmap for energy efficiency in Azerbaijan;
17. Middle class in Azerbaijan: a stabilizer and bulwark.

**The Research and Development Center – The Central Bank of the  
Republic of Azerbaijan**

**Research topics**

**1. Macroeconomic research topics:**

- 1.1. Monetary transmission in Azerbaijan
- 1.2. Modeling and forecasting capacity in Central Bank of Azerbaijan

**2. Research topics for financial sector analysis:**

- 2.1. Financial intermediation in Azerbaijan
- 2.2. Prudential policy framework in Azerbaijan financial sector
- 2.3. Modern payment infrastructure in Azerbaijan

**The Institute of Human Rights**  
**Azerbaijan National Academy of Sciences**

**Research topics**

- 1- Role and importance of economic and social factors in the development of democratic institutions, civil and political rights and freedoms.
- 2- Challenges in achieving transcultural consensus in human rights issues: nations and civilizations, peculiarities and differences.
- 3- Legal issues in interstate cooperation on transportation of the Caspian energy resources to the world markets.
- 4- Nuclear Power Plants in the territories of the CIS member states: environmental protection and associated international legal issues.
- 5- Ethnic conflicts in post-soviet space and, political and legal problems of their resolution.
- 6- Legal aspects of compensation for economic damages to Azerbaijan as a result of Armenian aggression.
- 7- Restoration of violated rights of Azerbaijani refugees and displaced persons.