

Statutes of the Scholarship Program of the Institute of History, Slovak Academy of Sciences, for scholars on a short-term research stay, the “Visiting Fellows Program”

Article I Introductory provisions

- (1) The Institute of History, Slovak Academy of Sciences (hereinafter referred to as IH SAS), is establishing a scholarship for scholars¹ on a short-term research stay.
- (2) Scholars with a PhD degree (or its equivalent awarded abroad) working at scientific workplaces outside the Slovak Republic can apply for the scholarship. Citizens of any country can apply for scholarships for stays in Slovakia, except for citizens of the Slovak Republic.
- (3) The aim of the scholarship framework is to support networking, scholarly mobility and the establishing of international project collaborations.
- 4) This statute regulates the basic rules of the program, the structure and submission of grant applications, the initial evaluation of grant applications and financing and final evaluation of grants.

Article II Basic rules of the program

- (1) The IH SAS, will publish a call for scholarship applications twice during the calendar year, in March for the period from September to December of a given year, and in September for the period from January to June of the following year. The spring call is published at the beginning of March and is open until 31 May. The autumn call is published at the beginning of September and is open until 31 October.
- (2) The scholarship stay can last from one to three months in the period from January to June or from September to December. The term “month of the stay” means:
 - a) in the first month of residence: the period beginning with the date of start of the residence and ending with the day in the following calendar month, whose number is smaller by the value of 1 compared to the number of the day of commencement of residence, or if the stay starts on the 1st day of the calendar month, it is the last day of the given calendar month (e.g. 14 January – 13 February, or 1 January – 31 January);
 - b) in the following months of stay: the period starting the day after the end of the first month and ending on the day in the following calendar month, whose number is smaller by 1 compared to the number of the day of commencement of residence, or if the month of stay begins on the

¹ For the sake of simplicity, only the masculine form of some nouns is used in the statute, (e.g. researcher, scholar, etc.). Whenever such a noun is used, the term includes both male and female persons.

1st day of the calendar month, it is the last day of the given calendar month (e.g. 14 February – March 13, or 1 February – February 28).

(3) The scholarship stay must be carried out without interruption.

(4) A scholar may submit a scholarship application only as an independent scholar; the program is not intended for research collectives.

(5) The grant funds may only be used for the purpose for which they were approved.

(6) A schedule of activities, approved by the evaluation commission of the program and published on the program's website, will be prepared for each call within the program.

Article III Structure and submitting of project proposals

(1) Grant applications are sent electronically by email to the address: visiting.fellows@savba.sk

(2) Thematic areas for project submissions are not specifically determined; projects may relate to current research questions in the field of political, social, cultural and economic history or related disciplines, as well as in the digital humanities without chronological and regional limitations. Preference will be given to topics that align with the research thematic objectives of IH SAS, as outlined in the [Strategic Plan 2023–2030](#). IH SAS reserves the right to indicate specific thematic preferences in individual calls.

(3) Grant applications shall be submitted from the date of announcement of the call to the deadline for submitting applications. Exact dates are always indicated in the approved program schedule for the given call.

(4) The applicant for the scholarship shall submit a project proposal in English (maximum 1000 words), a bibliography of the most important scholarly works and a professional biography.

Article IV Evaluation of applications

(1) After the deadline for submitting applications, the applications will be evaluated by the evaluation commission.

(2) The selection procedure is carried out by the Commission of the Scientific Council of the IH SAS for the Visiting Fellows Program (hereinafter referred to as SC Commission) in the period from 1 to 15 June for the spring call and 1 to 15 November for the autumn call. The SC Commission shall inform the applicants about the result of the selection procedure by 30 June, or 30 November of the given year.

(3) The SC Commission is established by the Scientific Council of the IH SAS for a period of 4 years. The number of members is determined by the Scientific Council of IH SAS. The SC Commission consists of 5 permanent members and non-permanent members invited ad hoc.

(4) The SC Commission will determine the number of scholarships to be awarded.

(5) Details about the SC Commission are determined by the Statute and Rules of Procedure of the Commission of the Scientific Council of the IH SAS for the Visiting Fellows Program.

(6) The decision will be published on the program website, and the applicant will be notified electronically via email.

(7) No appeal may be filed against the decision.

(8) The IH SAS respects the selection of scholarship recipients by the SC Commission and will conclude a Scholarship Contract with the selected scholarship recipient.

Article V Financing

(1) The scholarship program of the IH SAS for scholars on a short-term research stay is financed from the organisation's own resources.

(2) The IH SAS provides scholarship holders with workspace, computer equipment (PC, printer, scanner), internet access, and access to the IH SAS library for the duration of the scholarship.

(3) The IH SAS provides administrative support (providing written confirmation of the organisation for the purpose of historical research for which the research is carried out) in connection with research in archives and libraries in the Slovak Republic.

(4) The IH SAS at its own expense, will provide scholarship holders with free accommodation for the duration of the scholarship in the Pension of the Slovak Academy of Sciences, Royova 10, 831 01 Bratislava.

(5) The IH SAS will provide scholarship holders with an allowance for travel costs for the trip from their home workplace to Bratislava and from Bratislava to their home workplace at the beginning and end of the scholarship stay up to a total amount of €500. Reimbursement will take place after the presentation of the bill for the travel expenses. The HÚ SAV, v. v. i., will reimburse only second-class travel documents.

(6) The IH SAS does not provide any additional financial support beyond the scope of the above.

Article VI Implementation and completion of projects

(1) During the research stay, the scholarship holder will be required to present their research to the staff of IH SAS.

(2) Within 15 days after the conclusion of the research stay, the scholarship holder is required to submit a written report (maximum 500 words) to the SC Commission detailing the course and outcome of the scholarship.

(3) When publishing outputs that result (or partially result) from research conducted during the scholarship stay, scholarship holders must acknowledge the name of the scholarship program.

(4) Scholarship holders are responsible for all logistical and organizational arrangements related to the start and conclusion of the research stay, including securing health and accident insurance.

Article VIII **Final provisions**

(1) This statute shall enter into force on the day of its approval by the Scientific Council of IH SAS and effective on the day of its publication.

In Bratislava, 13 May 2024,

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