



International Union for Quaternary Research

An international non-profit organization

<https://inqua.org/>

INQUA FELLOWSHIP APPLICATION GUIDELINES

INQUA Fellowship Program For International Mobility

The **INQUA Fellowship Program** financially supports early-career scientists (**ECRs**), as well as scientists from low- and middle-income countries/developing countries (**DCRs**), to gain international Quaternary research experience at a foreign institution for the duration of 3–6 months.

The aim of the INQUA Fellowship Program is to contribute to the development of collaborative research. The fellowship covers (part of) the costs associated with travel (economy class) and expenses (subsistence, accommodation etc.) of the fellow while living abroad up to a maximum of € 15000.

Current Call for Applications

Applications are invited from candidates in all continents/regions for the **2025 INQUA Fellowship Program**.

Please read the guidelines carefully, fill in the [application form](#) below, and submit it, together with the required documents (see guidelines), before **30 September 2025** at the **INQUA Secretariat** (info@inqua.org). If you have any questions, please contact INQUA at info@inqua.org.

Eligibility

The applicants must fulfill the following conditions:

- **Early-career scientists (ECRs)** - graduate students and postgraduates within 8 years of receiving their final degree. This period of 8 years does not take into account periods of time taken not working as an academic or because of taking time off because of family responsibilities. Scientists who have been working for less than 8 years and who have permanent (tenured) positions, may still be considered as early-career researchers.

- **Developing-Country Researchers (DCRs)** - researchers who are working in low income or lower middle income economies (see [here](#) for list of these economies). In applying this guideline, INQUA will take into account that inclusion or exclusion from the World Bank list may not be an adequate reflection of the levels of science funding or funding to individual scientists.
- Individuals must be willing to conduct research at host research institutions in foreign countries.
- Research Topics should be related to INQUA's defined scope (<https://inqua.org/about>)
- Applicants can benefit from the INQUA Fellowship Program only once.

Awards Criteria

As you prepare your applications, please note that some of the basic criteria that are considered in the process of evaluating and awarding funds for INQUA grant projects and fellowships may include:

- **Research potential and collaboration fostering:** scientific quality of research, novelty and timeliness, cost effectiveness, significance, feasibility of the proposed project in connection with INQUA scope
- **The academic excellence of the applicant:** the scientific and publication track record of the investigator, scholarships/fellowships held, work experience, project management, ability to communicate and present scientific results, degree of involvement in academic life and community
- **Excellence of the host researcher/hosting institution**

The completed application should include:

1. A cover letter (1 page) that summarizes the rationale behind the application and the expected achievements and benefits for the research fellow and the host institute.
2. Two reference **letters**
 - i. A reference letter that highlights the benefits of the fellowship abroad from the home supervisor (ECR) or head of department (DCR)
 - ii. A reference letter from the host describing the benefits of the research at their institution, the duration, the planned activities to be conducted by the applicant, and the support (institutional, programmatic, financial) to be given to the fellow. Host institutes are expected to waive bench fees, if any.
3. The application form (using the template provided) with the following elements:
 - i. 3–5 keywords
 - ii. Research summary (max. 300 words)



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- iii. Description of the proposed research (max. 3 pages) including:
 - a. rationale and scientific hypothesis
 - b. objectives
 - c. the significance and impacts
 - d. methodology
 - e. research plan staged in time
 - f. detailed research/travel budget
- iv. CV of the applicant (incl. major academic and professional achievements), max. 2 pages
- v. A list of pending and previous fund applications to support this or related research.

The application language is English.

After completing the fellowship, fellows must email a final report (in English) to INQUA (to be published in the QP and INQUA newsletter).

Please send the application before **September 30, 2025** to info@inqua.org

Please contact the INQUA Secretariat at info@inqua.org, if there are any questions

Evaluation

Eligible applications submitted by the deadline will be reviewed and ranked under the following criteria:

- Research potential and collaboration fostering
 - Scientific quality of research, novelty and timeliness, cost effectiveness
 - Significance, feasibility of the proposed project in connection with INQUA scope
- Academic excellence of the applicant
 - The scientific and publication track record of the investigator
 - Scholarships/fellowships held
 - Work experience
 - Project management
 - Ability to communicate and present scientific results
 - Degree of involvement in academic life and community
- Excellence of the host researcher/hosting institution

Deliverables

- Only 90% of the total grant will be released at the beginning of the fellowship. The 10% remaining will be released on receipt of the scientific report not later than 2



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months after the end of the fellowship

- A short scientific report (3–4 pages): details of the results obtained through the grant and the first version of a manuscript that is the outcome of the fellowship. A (submitted/accepted/published) publication may be submitted instead of a report
- INQUA should be acknowledged in all reports, presentations and publications that resulted from the awarded grant
- It is expected that any publications resulting from the sponsored research will be offered for consideration to the INQUA/ELSEVIER journals [Quaternary International](#) or [Quaternary Environments and Humans](#)



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Application Form

(please see and complete the word file in the [Application form](#))

A. Applicant information

Title	
First (given) name(s)	
Last (family) name(s)	
Nationality (if more than one, please include all)	
Email address	
Cellphone number	
Physical address	
Position	
Home institution	
Department	
Country	
Name of the supervisor/head of department at the home institution	
Home supervisor/head of department contact details (email, telephone, address)	
PhD field of study	
Date received or expected	

B. Host institution information

Host institution name	
Host institution department	
Host institution country	
Name of the supervisor at host institution	
Host supervisor position	



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Host supervisor contact details (email, telephone, address)	
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C. Project details

Project title	
Keywords (up to 5)	
Fellowship proposed duration start and end	
Total amount requested (euro)	

D. Research proposal

1. Research summary (max. 300 words)
2. Description of the proposed research (max. 3 pages) including:
 - 2.1 Rationale and scientific hypothesis
 - 2.2 Objectives
 - 2.3 The significance and impacts
 - 2.4 Methodology
 - 2.5 Research plan staged in time
3. Detailed research/travel budget for your proposed fellowship in Euros. The budget might cover (not restricted to) travel, visa, accommodation, subsistence costs

Type	Estimated cost

Please compile the application form, the reference letters and the CV and save them as one single PDF without password protection.