
GUIDANCE NOTE FOR IMPLEMENTING UNIVERSITIES

MASTER'S RESEARCH FELLOWSHIP PROGRAM 2018

WATER MANAGEMENT, DESALINATION & WATER REUSE

Thank you for agreeing to implement the MEDRC Master's Research Fellowship program. Please find below outlines for the fellowship scheme and MEDRC requirements.

Please note that selection and award administration is conducted through the Participating University, in coordination with the Palestinian Water Authority and the Jordanian Ministry of Water and Irrigation as agreed.

The Fellowship is awarded by MEDRC, and all applications are submitted to MEDRC for administrative review. All applicant queries should be dealt with in coordination between the implementing university and the PWA or the MWI as appropriate.

1.1 APPLICANT ELIGIBILITY

Please note the following eligibility criteria when making your selections:

- Applicant must be a resident national of Palestine or Jordan.

Applicants are expected to have:

- an unconditional offer for, or be enrolled on, a relevant full-time course at a Participating University;
- completed an undergraduate degree in a related subject;
- A clear thesis proposal, which addresses an immediate need or specific problem in Jordan or Palestine related to water management, desalination or water reuse. The relevant authority will identify their priority areas to guide selection.

1.2 SELECTION PROCESS

APPLICATION FORMAT

For each nominated candidate MEDRC requires:

- A fully completed MEDRC Application Form for the current batch year.
- Supporting documents:
 - Research proposal, including work plan and budget endorsed by the university. Please note that there is no specified MEDRC format for the research proposal, although each university may have its own requirements. A budget template in USD is available on the MEDRC website. Equivalent alternative budgets may be submitted as well.
 - Minimum one (1) academic reference (on official letterhead)—maximum of three (3);
 - Personal statement (maximum of 1 page);
 - Proof of current enrollment or unconditional offer to a relevant Master's program at a Participating University.
 - Academic transcripts for all prior academic work (Bachelor's, Master's coursework).
 - Copy of National ID or passport—proving they are a national resident of Palestine or Jordan

SELECTION REPORT

In addition, MEDRC requires a short report (suggested 2 pages) detailing the selection process and criteria, to support the list of students nominated for an award. For example, this should detail the total number of applications received, the total number shortlisted for interview, the total number of students nominated for award, etc. Please also include a short note on the selection criteria (e.g. merit, need, potential to excel in future).

1.3 APPLICATION PROCEDURE

1. Candidates submit an application form and supporting documents by the provided deadline, to fellowships@medrc.org.
2. Shortlisted candidates will be invited to take part in a selection process.
3. Nominated candidate list submitted to MEDRC for review and endorsement. Including a report on selection and individual applications, as above.
4. Successful candidates notified of award by MEDRC.
5. Fellowship Agreement contracts signed between the student and MEDRC.

1.4 IMPLEMENTATION

The total award will be \$5,000 USD. The award will be paid in three (3) instalments against the following deliverables:

- Signed Fellowship Agreement contract returned to MEDRC;
- Endorsed and certified mid-term progress report;
- Endorsed and certified final thesis, and MEDRC project poster.

Please note that endorsements should be made by the thesis supervisor, and the relevant authority.

1.5 NOTES

- The final thesis should acknowledge the support of MEDRC, and the Palestinian Water Authority, or Ministry of Water and Irrigation, Jordan, as appropriate.
- MEDRC Fellowships are direct awards. The awarded funds should not be used, or asked to be used, to cover the cost of supervision, and equipment and materials should be directly for individual use for the conduct of the Master's Research.
- The final number and value of Fellowships awarded is at MEDRC's discretion and subject to availability of funds.
- The Fellowship is conditional on the candidate maintaining full-time enrollment in the course at the participating university specified in the Fellowship Agreement.
- Copies of research outcomes—such as published journal articles, conference papers etc.—should be provided to MEDRC.

If you, as implementing university partners have any questions, please do not hesitate to contact us!