

Components of the Jennings Randolph Peace Scholar Application

The Peace Scholar application process contains the following components:

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I. General Information

This page asks for your name, project title, and organization name. Most of the information will automatically populate.

II. Dissertation Information

This section asks for five pieces of information about your dissertation:

1. Dissertation Title
2. Doctoral Degree and Field of Specialization
3. Month and Year Expected
4. Department or School that Will Award Your Degree
5. University in the United States in which You are Enrolled

III. Project and Person Summary

The summary is a crucial part of the application. It is the first item that reviewers will read about the project. In [2,000 characters \(including spaces\) or less](#), you are asked to:

“Provide the title of the dissertation; a brief summary of the project; describe why it is important, pioneering, or groundbreaking; its uniqueness; its relevance to the Institute’s mandate; the specific tasks to be completed; and the methods to be used, as well as a brief autobiographical statement.”

*See Appendix 1 in this document for a [Project and Person Sample](#)

IV. Certification Information

The first few pieces of information in this section ask you regarding any prior grants or fellowships you have received from USIP. If you have previously received a grant or fellowship, you will need to indicate the year and a brief description of the type of grant activity and completion status.

You will indicate your proficiency in relevant languages for your project and how you learned about program in this section.

V. Project Description

This section entails submitting four required essays, and one optional bibliography. Each essay must be 9,000 characters (including spaces) or less. See essay instructions below:

1. Subject and Significance: What is the basic problem, issue, or question that the dissertation seeks to address? Why is it important that this project be done? What substantive results do you expect will be derived from this project? How original is it in view of existing literature or projects that you or others have carried out? (Cite in your narrative the relevant literature to your topic and situate your project within the broader field to which you hope to contribute.)
2. Methods and Design: What is the main thesis of your dissertation, and what are the hypotheses you are testing or assuming in your research? What evidence (documents, interviews, archives, or other sources) will you gather to examine your theories, hypotheses, and assumptions? How will you analyze this evidence and use it to confirm or disconfirm your claims? Does the dissertation include field work? If so, briefly explain.
3. Mandate Fulfillment: How does your proposal help fulfill the mandate of the United States Institute of Peace? You must explain fully how your project addresses the mandate, not just assert that it does. Explain the policy relevance or other practical implications of the project for international peace, security, and conflict resolution. (Candidates may wish to consult the USIP Web site to get more information about the Institute's goals, programs, and activities.)
4. Work Plan: Provide a timetable indicating the schedule of completion for tasks or steps involved in the project. Indicate which portions of the project are already finished, and which portions remain to be completed. Please be as realistic as possible, taking into account the work that can be completed during the course of the fellowship. The Institute expects fellows to complete work described in the timetable or as agreed in subsequent consultation with the program staff.
5. Bibliography (optional)

VI . Curriculum Vitae/Resume

In this section you will submit a CV/Resume of no more than 5 pages, in 12-point font, which provides the following information:

1. Education. List in reverse chronological order all education above the secondary school level, including relevant training and professional courses. Indicate institutions' names, locations, dates attended, degrees awarded, and fields of specialization.
2. Professional/Occupational Experience. List in reverse chronological order all major jobs held. Indicate job titles or descriptions, employers, locations, and dates.
3. Honors. Indicate, with dates, any fellowships, grants, and professional honors or awards received.
4. Major Publications. List only major publications authored or edited, using full bibliographical references. Provide English translations for all foreign titles.
5. Career Plans. Describe your career plans and how the fellowship opportunity at the United States Institute of Peace would contribute to your goals.

VII . Dissertation Advisor

Please provide the name and departmental affiliation of your primary dissertation advisor, including his/her contact information.

*Note: The advisor you list here should submit one of your three reference letters.

VIII . Applicant Attachments (optional)

You can submit any additional documents relevant to your project in this section.

IX . Reference Letters

For your proposal references, please list the contact information (address, e-mail and telephone), and occupations of three referees. Your referees should include your dissertation advisor and two additional people not related to you who have direct and recent knowledge of your qualifications, activities, and character, and who will submit letters of reference on your behalf. Please do not submit more than three names.

Once you submit your application, the system will automatically e-mail your referees requesting the letter. The system will also automatically provide a copy of your application for your referees to review.

Please note that Instructions to Referees can be found in the “Funding Opportunities” section of the application website, within the competition you are applying for (attached at the bottom of that page). A copy is also provided in this document in [Appendix 2](#). You should provide your referees with a copy of these instructions. Because it is possible that these notifications will be sent to spam filters, please contact your referees to confirm that they have received the emails. If a referee did not receive the email and is unable to submit electronically, he or she must email the letter as a PDF attachment with the applicant's name in the subject line to Dr. Elizabeth Cole, Senior Program Officer, Jennings Randolph Fellowship Program (ecole@usip.org). Letters are accepted up to one week after the application deadline.

Appendix 1: Project and Person Sample

Peace Scholar Application

Project and Person Sample

Title: Holding Fire: State Security Forces and Civilian-Based Resistance

I request support to complete my fieldwork in Serbia, Ukraine, Georgia, and Kyrgyzstan. I analyze how various strategies of nonviolent activists can neutralize a state's security forces and thus mitigate state violence in moments of crisis. To date, there has not been a systematic analysis of how the implementation of particular tactics influences the efficacy of regime suppression. I plan to use structured interviews, media reports, memoirs, etc. to examine the varied responses within the police, military, and intelligence institutions, as well as the dynamics among the three. In addition to offering in-depth treatment of Serbia and Ukraine, I will also consider four additional cases: Georgia in 2004, Kyrgyzstan in 2005, Belarus in 2006, and Uzbekistan in 2004. I anticipate completion in May 2009.

I am a doctoral student with the international affairs program at Tufts' Fletcher School of Law and Diplomacy. I earned an M.A. at Tufts in 2006 and received a B.A. cum laude in public and international affairs from Princeton University's Woodrow Wilson School in 2003. I have worked as a research associate for the Institute for Foreign Policy Analysis, a research assistant for NATO's Parliamentary Assembly, and as a teaching assistant at Tufts. I also interned at the National Democratic Institute (where I served as assistant to Ambassador Robert Oakley), the Senate Foreign Relations Committee, and Washingtonian Magazine. In addition to being the 2nd place national winner (Maryland) of the 1999 Peace Essay Contest, I have won a number of awards including: a H.B. Earhard Fellowship at Tufts, the 2006 Edmund Gullion award for the outstanding second-year Fletcher student, a summer fellowship from Harvard, several travel grants, and a fellow at Humanity in Action, among others. I have also co-authored an article on "Power and Persuasion: Nonviolent Strategies to Influence State Security Forces in Serbia (2000) and Ukraine (2004)" in *Communist and Post-Communist Studies*, in addition to authoring numerous other published and unpublished papers. Upon completion of my Ph.D., I plan to work for the U.S. government on issues at the intersection of human rights, democratization, and international conflict.

Appendix 2: Instructions to Referees



UNITED STATES INSTITUTE OF PEACE

1200 - 17th Street NW, Suite 200
Washington, DC 20036-3011
(202) 457-1700
(202) 429-6063 FAX

Instructions for Referees

(Applicant: Please fill in your name below, and provide one photocopy, along with a copy of your application, to your primary dissertation advisor and two other persons familiar with your work.)

Dear Referee:

-Insert Name Here- is applying for a Peace Scholar dissertation fellowship from the Jennings Randolph Program for International Peace at the United States Institute of Peace. This award supports outstanding students in doctoral programs at universities in the United States as they conduct dissertation research on topics that advance the state of knowledge about international peace and conflict management. The United States Institute of Peace is an independent federal institution created and funded by the U.S. Congress to promote international peace. The Institute is nonpartisan and takes no policymaking or other direct role in international disputes.

The applicant is forwarding this letter to you for a confidential evaluation of his or her fellowship candidacy and is providing you with a copy of the completed application, including a description of the proposed dissertation project. We would appreciate your views of both the applicant and the proposed work.

Please indicate how long and in what context you have known the applicant. We are especially interested in your opinion of the applicant's intellectual ability, professional accomplishments and experience, ability to accomplish the proposed dissertation work within the time period projected, and potential for significant contribution to a better understanding of important problems in peace and conflict. We are concerned not only with the individual's intellectual depth and maturity, but also with those qualities and talents that lend themselves to leadership in a professional career, and effective communication with professional colleagues, policymakers, and the general public.

Concerning the quality of the proposed dissertation work, we would appreciate your views on the importance and originality of the project, particularly its implications beyond the immediate field and focus, its value in advancing the understanding of peace and conflict issues, the soundness and feasibility of the project design, and its policy relevance.

Competition for the awards will be intense, so we would be grateful for as full and candid an appraisal as you can provide. Reference letters will be more useful to the extent that they address both strengths and shortcomings.

The independent advisory review committee, Institute president and staff will be most grateful for your help.

Once the applicant has submitted his or her application through the on-line system, the system will automatically generate an e-mail to you requesting a letter of recommendation. The e-mail will allow you to upload a letter directly into the application system. Please submit the letter by December 21, 2012.

If you do not receive an automatic email request to upload your letter of reference to the online application system or have any problems submitting the letter electronically, please send as an attachment by email both to me (ecole@usip.org) and to the Fellowship Program Research Assistant at jrprogram@usip.org).

Sincerely,

Dr. Elizabeth A. Cole

Senior Program Officer, Jennings Randolph Fellowship Program