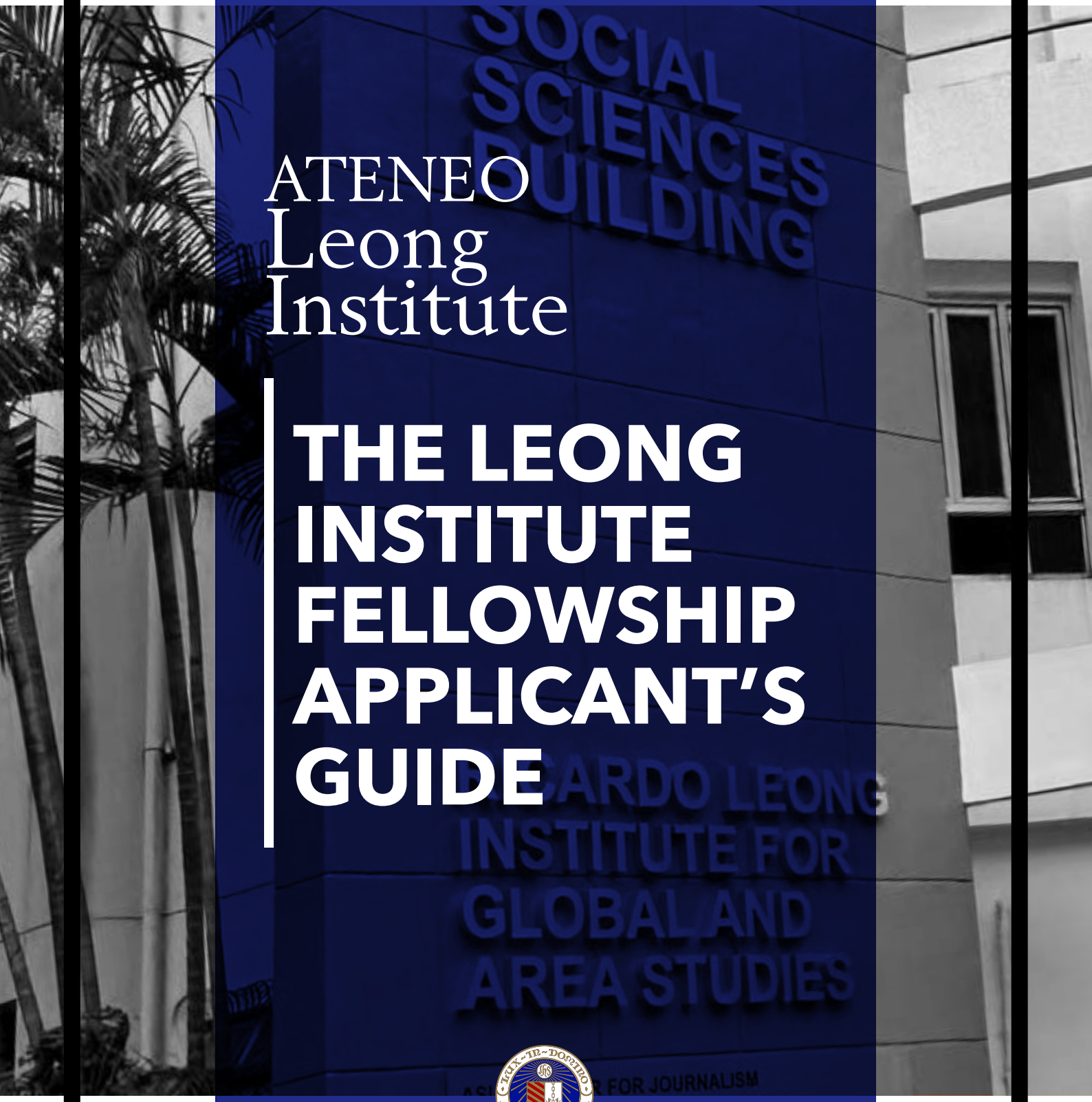


ATENEO
Leong
Institute

THE LEONG INSTITUTE FELLOWSHIP APPLICANT'S GUIDE

ATENEO DE MANILA UNIVERSITY
DR ROSITA G LEONG SCHOOL OF SOCIAL SCIENCES
RICARDO LEONG INSTITUTE
FOR GLOBAL AND AREA STUDIES



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Purpose and Funding

What are the grants covered by the Leong Institute Fellowships (LIFs)?

There are two types of grants offered by the Leong Institute. These are the **(1) Ricardo Leong Grants for Global Area Studies Research** and **(2) Ricardo Leong Grants for Lectures in Philippine Studies.**

What is the purpose of the Leong Institute Fellowships?

The Leong Institute Fellowships aim to support international mobility of Ateneo de Manila University faculty, develop geographical expertise outside the Philippines, and forge academic collaboration and international linkages between the University and partner universities and institutions abroad.

What is the maximum funding amount for each grant?

The maximum funding amount for the Ricardo Leong Grants for Global and Area Studies Research is USD 3000, while for the Ricardo Leong Grants for Lectures in Philippine Studies, the maximum funding amount is USD 1000.

Purpose and Funding

What expenses are covered by the grant?

The fellowship award may be used to defray the costs of one international return passage by the most direct and economical means available, lodging, ground transportation, and airport transfers to support research- or lecturerelated activities. Research grant funds are restricted to operational research costs and cannot be used for attending workshops or international conference travel.

How are the grant funds disbursed?

The grant is disbursed either via Cash Advance or Reimbursement through the Ateneo CAO payment system.

Eligibility and Application

Who can apply for the Leong Institute Fellowships?

Full-time faculty and part-time faculty of the Ateneo de Manila University are eligible to apply for the Ricardo Leong Grants for Lectures in Philippine Studies and the Ricardo Leong Grants for Global Area Studies Research.

- FT faculty must have rendered at least three consecutive years of service.
- PT faculty must have taught 12 units (minimum) per school year in the last three years prior to application.

What are the priority areas for the two grants?

The research or lecture must be conducted preferably in East Asia (China, Japan, or South Korea), Southeast Asia, or Europe. Priority may also be given to applications to be undertaken in regions where the Dr Rosita G Leong School of Social Sciences (RGLSOSS) seeks to strengthen its expertise and engagement, including South Asia, West Asia, and Latin America.

Eligibility and Application

What are the possible topics that can be addressed in the research or lecture proposals?

Topics vary for the two grants:

For the Ricardo Leong Grants for Global Area Studies Research

- Hazard Mitigation and Community Resilience
- Health Studies and Healthcare Management
- Leadership and Organization Development
- Living Cultures
- Management of Urban and Rural Areas
- Peace and Reconciliation
- Place Branding and Public Diplomacy
- Resource Conservation and Sustainability

For the Ricardo Leong Grants for Lectures in Philippine Studies

- Education Reform and Transformation
- Integral Ecology
- Universal Health and Well-being
- Bridging Cultural Divides

Eligibility and Application

Can a faculty member involved in an ongoing collaborative research apply for the Ricardo Leong Grants for Global Area Studies Research?

Yes. The applicant, however, should be the Principal Investigator or CoInvestigator. The applicant must also declare if the research project is funded by an internal or external source.

Can a faculty member apply for both grants?

No. A faculty member can only apply for one of the two grants in a given funding cycle.

Can a faculty member submit multiple proposals?

The applicant is limited to one submission per grant per funding cycle. Depending on the number of applications received, the selection committee may consider multiple submissions if the topics are distinctly different.

Eligibility and Application

What are the requirements for submission for the grants?

Required and supporting documents include the following:

- Application online
- Curriculum Vitae
- One- or two-paragraph bionote
- Lecture abstract with the name of the host university and the proposed date of delivering the lecture (for those applying for the Ricardo Leong Grants for Lectures in Philippine Studies)
- Research proposal with the name of the host university (and other relevant institutions) and the proposed schedule of research visit (for those applying for the Ricardo Leong Grants for Global Area Studies Research)
- Department or Program Head's endorsement
- Letter of Invitation or Confirmation of Visit from your host university
- In the application form, an applicant is required to describe the contribution of the lecture or research grant to the global area studies agenda of the RGLSOSS and how the grant can promote and further academic collaboration and international linkages (e.g., educational, academic, and research activities) between the Ateneo and your host university or institution abroad.
- In the application form, an applicant is also required to identify any new initiatives that can be developed out of the grant that can enrich the global area studies agenda at the Dr Rosita G Leong School of Social Sciences.

Review and Selection

How are applications evaluated?

A committee is assigned to review all applications.

Applications for the Ricardo Leong Institute Grants for Lectures in Philippine Studies are evaluated on the basis of the following criteria:

- Impact and significance (Promoting the interest of the Philippines in the global setting and addressing issues of inequalities and injustices)
- Relevance (Contribution to the university and school goals and scholarly works in the Global Area Studies)
- Location of proposed lecture (Identified priority areas of the RGLSOSS)
- Publication plan

Applications for the Ricardo Leong Institute Grants for Global Area Studies Research are evaluated on the basis of the following criteria:

- Scientific merit and originality (Well-defined research, comparative feature/element, preferably a topic not yet fully explored by other researchers)
- Impact and significance
- Relevance
- Location of proposed research activities
- Feasibility (If the proposed research activities abroad are doable for the proposed time and budget plans)
- Publication plan

For both grants, applications are expected to advance academic collaboration and strengthen international partnerships between Ateneo de Manila University and the host university or institution abroad through educational, academic, and research activities. Applications are also expected to lead to new initiatives that enhance the global area studies agenda of the Dr. Rosita G. Leong School of Social Sciences.

Review and Selection

Who are the members of the selection committee?

A selection panel reviews all applications. Members include the following:

1. Director of the Leong Institute (Non-voting member)
2. Dean of the RGLSOSS (Non-voting member)
3. Senior Faculty (Associate or Full Professor rank) from any of the Higher Education Schools of Ateneo
4. Representative of the Office of University Partnerships and Internationalization
5. Subject Matter Expert (In-house/ ADMU-based)

Compliance and Reporting

Will successful applicants sign a contract with the Leong Institute?

Grant recipients are required to sign a Memorandum of Agreement (MoA). The MoA specifies the responsibilities of the Leong Institute and the grant recipient as well as the other terms of the grant.

What are the reporting requirements?

Grant recipients must submit mid-term and final reports as well as a financial report outlining how the funds were utilized.



About the Leong Institute

The Ricardo Leong Institute for Global and Area Studies or the Leong Institute is a unique collaborative initiative that affirms the academic commitment of Ateneo to the study of globalization and the different regional formations. It is a testament of the clear and deliberate resolve of Ateneo in internationalizing the University and highlights the University's mission for social development but enriched with global and regional perspectives.

The Leong Institute is officially named after Mr Ricardo C Leong, industrialist, philanthropist, and long-time patron of education and benefactor of Ateneo de Manila University. Mr Leong graduated from Ateneo de Manila High School in 1953 and obtained his Bachelor of Science in Mathematics at Fordham University, the Jesuit university of New York. An advocate of Jesuit education, he once said: "In a very real sense, I have always carried my Ateneo education with me. Ateneo reminds me of the imprint it has made on me and my family. The Ateneo changes its students more than it suspects."

The component units of the Leong Institute are RGLSOSS' five programs in Chinese Studies, European Studies, Korean Studies, Japanese Studies, and Southeast Asian Studies, along with five Research/Outreach Centers: the Ateneo Center for Asian Studies, Asian Center for Journalism, Institute of Philippine Culture, Ricardo Leong Center for Chinese Studies, and the King Sejong Institute Quezon City 2 - Ateneo de Manila University.



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