

# TRANSNATIONAL HISTORY EDUCATION AND CO-OPERATION LABORATORY (HISTOLAB)

- HISTOLAB Fellowship Programme 2023-2024 –

## CALL FOR APPLICATIONS

### Aim of the HISTOLAB Fellowship Programme

This call for applications is launched in the framework of HISTOLAB, a joint project of the Council of Europe and the European Union. In accordance with the overall aim of HISTOLAB to promote innovation in history education in line with the values and standards of the Council of Europe, the HISTOLAB Fellowship aims to co-fund, through a grant award procedure in accordance with Rule 1374 on the grant award procedures of the Council of Europe, research and the production of an academic article related to innovation in history education. Such articles can relate to methods and practices of history teaching in the classroom but may also concern innovative methods in public history, such as in museums, memorial places or through the media. Also, the exploration of innovative ways of using archival materials in the classroom is a potential field of interest. The HISTOLAB Fellowship cannot fund an entire research project but seeks to support researchers through a financial grant in order to produce an article based on additional and dedicated research related to their field of study. In addition to a financial grant the Fellowship offers other benefits to the HISTOLAB Fellows by providing access to the expertise, network and research infrastructure of the HISTOLAB partners (EuroClio, Federation for Education in Europe (FEDE), Leibniz Institute for Educational Media | Georg-Eckert-Institute, House of European History, International Society for History Didactics). The Leibniz Institute for Educational Media | Georg-Eckert-Institute for example offers to host the HISTOLAB Fellows for a study visit to enhance their research for the article. HISTOLAB Fellows also have the possibility to explore research visits to other institutions using the financial grant. These would have to be negotiated and arranged by the Fellows themselves.

The programme seeks to amplify the outreach of research results achieved by the HISTOLAB fellows (also referred to as the grantees), and to make a valuable contribution to the debate on innovation in history education by publishing an edited volume containing the respective academic articles written by the HISTOLAB fellows based on their research. The HISTOLAB Fellowship contributes to the fellows' professional development by inviting them to present their work during the European Innovation Days in History Education organised by HISTOLAB in 2024, as well as to other HISTOLAB activities.

### Budget Available

The indicative available budget under this call for applications is 28.000 Euros. The Council of Europe intends to award 4 grant(s) of a maximum amount of 7.000 Euros (seven thousand Euros) each.

Subject to availability of funds and extension of the Project's initial duration, the Council of Europe reserves the right not to award all available funds, and/or to redistribute the available funds in a different manner depending on the project proposals received and on the outcome of the call for applications.

## HISTOLAB Fellowship Programme: Benefits

The HISTOLAB Fellowship Programme aims to offer four HISTOLAB Fellowships in the period from 1 July 2023 until 10 January 2024. The aim is to grant each HISTOLAB Fellow a financial grant of a maximum of 7.000 EUR for research and the production of an academic article that will be published in an academic publication edited by HISTOLAB and its partners. The amount mentioned will be paid in two instalments, 70% will be paid to the Grantee after the Grant Agreement between the parties has been signed. The balance will be paid to the Grantee based on actual expenditure incurred, and after the presentation and acceptance by the Council of Europe of the final narrative and financial reports for the Grant implementation – and subject to the submission of the academic article.

The financial grant awarded may be used to cover costs related to the research and the production of an academic article, as referred to above. It can cover costs, including but not limited to, the following:

- Study visits;
- Attendance at conferences;
- Subscriptions to libraries or data bases;
- Access to archives;
- Living Costs;
- Office Supplies.

In addition to a financial grant the HISTOLAB Fellows may also benefit from the following:

- An optional research visit to the [Leibniz Institute for Educational Media | Georg Eckert Institute](#) (Braunschweig, Germany) including access to its library hosting one of the biggest collections of school textbooks worldwide and an experimental classroom of the future. The research visit itself is free of charge. However, the HISTOLAB Fellow must arrange and finance their own travel, accommodation, relevant insurance and other expenses individually. The GEI may be able to offer accommodation, for a paid fee, depending on availabilities of rooms in the period of the research visit, which can be explored by the HISTOLAB Fellow.
- Free of cost participation in the 2024 European Innovation Days in History Education in Strasbourg, France. Travel and accommodation will be paid separately from the financial grant by the HISTOLAB project funds.
- Additional non-financial support for the HISTOLAB fellows' research through the network and infrastructures of HISTOLAB and its partner organisations may be explored individually, where feasible, but cannot be guaranteed.

## HISTOLAB Fellowship Programme: Obligations

- Each HISTOLAB Fellow agrees to submit the first version of a 7.000-12.000 words long academic article on the topic determined in the grant agreement based on the information given in the application process, thematically related to the field of innovation in history education by 30 November 2023 and the final version based on instructions from the Secretariat by 10 January 2024 in English that will be published in a format that is considered suitable by the HISTOLAB project team.
- Narrative- and financial reports shall be submitted by 29 February 2024.

## A. Implementation period

Regarding any projects that were already started prior to the date of submission of the applications or the date of signature of the grant agreement, only those costs incurred after the date of submission of the grant application could be eligible (provided the agreement concerned so provides). Projects completed prior to the date of submission of the applications will be automatically excluded.

The implementation period of the projects should start on 1 July 2023 (see indicative timetable under G below) and shall not extend beyond 10 January 2024.

Reporting requirements shall be completed on 29 February 2024 **at the latest**.

## B. Budgetary requirements

Project proposals shall be accompanied by a draft budget amounting to a maximum of 7.000 EUR (seven thousand Euros). The estimated budget must be consistent, accurate, clear, complete, and cost-effective, in the light of the activities proposed.

Each Grantee shall also be required to contribute to the project by way of their own resources. Co-financing may take the form of financial or human resources, in-kind contributions or income generated by the action or project. The form of co-financing by the Grantee shall be indicated in the estimated budget, which is to be submitted as a part of the application for the Fellowship.<sup>1</sup>

## C. Reporting requirements

- narrative reporting requires a full narrative report on the use made of the grant.
- financial reporting requires in particular a statement in the currency in which the Grant Agreement will be concluded (Euros or local currency), in English, stating the payments made for the implementation of the action, accompanied by original supporting documents. The Council of Europe reserves the right to ask for summary translations of invoices into English.

## D. Submitting an application

- ✓ Each application shall contain the completed and signed application form including an estimated budget and other supporting documents as listed below. These documents, must be submitted in electronic form (word and/or PDF) to the following e-mail address: [histolab@coe.int](mailto:histolab@coe.int), before Sunday, **14 May 2023, 23:59 CET**. Emails should contain the following reference in subject: **"HISTOLAB Fellowship – Application"**
- ✓ List of documents to be submitted:
  - Completed and signed Application Form (Appendix I);
  - A provisional budget that also includes the grantee's contribution to the project<sup>2</sup>;
  - The other supporting documents to be submitted:

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<sup>1</sup> Rule 1374 of 16 December 2015 on the grant award procedures of the Council of Europe requires the grantees to contribute to the action or project financed by a grant from the Council of Europe. The grantees should indicate how they will contribute to the action or project and if this will be by financial means, such as by covering certain costs or by in kind contributions such as by the use of their own office equipment, using their own subscriptions for databases and libraries etc. This information should also be included in the estimated budget.

<sup>2</sup> See footnote 1.

- Curriculum Vitae (CV)
- Detailed description of your research project including theoretical and methodological considerations, its relevance with a view to the state of existing research on your topic and the stage your research is at (max. 5 pages)
- At least one letter of recommendation, among which one must be written by the mentor of your research project
- Letter of motivation containing the reasons for your interest in the HISTOLAB Fellowship Programme and a concrete description of the ways in which the HISTOLAB fellowship would add value to your research project
- Passport copy
- For persons, whose mother-tongue is not English, only: Proof of proficiency in English, level B2; to be proven through either:
  - Language test results (EF Set:  $\geq 51$  points, IELTS  $\geq 5.5$ , TOEIC (R&L):  $\geq 785$  points, Cambridge English Scale  $\geq 160$  points, TOEFL iBT  $\geq 72$  points, Global Scale of English (Pearson)  $\geq 59$ ), or
  - proof of a university-level study programme completed in English (proven via graduation documents, such as a diploma supplement), or
  - academic publications in English authored by the applicant (submitted as full text documents in pdf-format)
- **For doctoral students:** proof of enrolment in university (also stating the entrance year into the programme)
- **For history educators on a “research sabbatical”:** proof of the approval of the requested sabbatical by the employer that includes a timeframe in which the “research sabbatical” is granted.

All documents must be submitted in English (as certified translations, where necessary).

**Applications that are incomplete or submitted after the above-mentioned deadline will not be considered.**

## E. Questions

General information can be found on the website of the Council of Europe: <https://www.coe-histolab.eu/activities/histolab-fellowship>. Other questions regarding this specific call for applications must be sent at the latest one week before the deadline for the submission of applications, in English, and shall be exclusively sent to the following address: [histolab@coe.int](mailto:histolab@coe.int) with the following reference in subject: HISTOLAB Fellowship – Question

## F. Evaluation and Selection Procedure

- ✓ All applications will be reviewed by an Evaluation Committee consisting of one member of the Secretariat of the Council of Europe and two members from the HISTOLAB Advisory Board. The procedure shall be based on the underlying principles of grant award procedures, which are transparency, non-retroactivity, non-cumulative awards, not-for-profit, co-financing and non-discrimination, in accordance with Rule 1374 of 16 December 2015 on the grant award procedures of the Council of Europe.
- ✓ Applications of applicants that meet all exclusion and eligibility criteria will be assessed against the award criteria. The award criteria will be assessed in two parts, The first part is based on the documents submitted, and the second part based on online interviews.

### 1. Exclusion criteria:

Applicants shall be excluded from the grant award procedure where they:

- a) have been sentenced by final judgment on one or more of the following charges: participation in a criminal organisation, corruption, fraud, money laundering, terrorist financing, terrorist offences or offences linked to terrorist activities, child labour or trafficking in human beings;
  - b) are in a situation of bankruptcy, liquidation, termination of activity, insolvency or arrangement with creditors or any like situation arising from a procedure of the same kind, or are subject to a procedure of the same kind;
  - c) have received a judgement with res judicata force, finding an offence that affects their professional integrity or constitutes a serious professional misconduct;
  - d) do not comply with their obligations as regards payment of social security contributions, taxes and dues, according to the statutory provisions of the country where they are established;
  - e) are an entity created to circumvent tax, social or other legal obligations (empty shell company), have ever created or are in the process of creation of such an entity;
  - f) have been involved in mismanagement of the Council of Europe funds or public funds;
1. are included in the list of persons or entities subject to restrictive measures applied by the European Union (available at [www.sanctionsmap.eu](http://www.sanctionsmap.eu)).

By signing the Application Form, applicants shall declare on their honour that they are not in any of the above-mentioned situations (See **Appendix I, Item I**).

The Council of Europe reserves the right to ask applicants at a later stage to supply the following supporting documents:

- for the items set out in paragraphs a), b), c) and f), an extract from the record of convictions or failing that an equivalent document issued by the competent judicial or administrative authority of the country where the applicant is established, indicating that these requirements are met;
  - for the items set out in paragraph d), a certificate issued by the competent authority of the country of establishment;
  - for the items set out in paragraph e);
1. for natural persons, a scanned copy of a valid photographic proof of identity (e.g. passport)

## 2. Eligibility criteria:

In order to be eligible for a grant, an applicant must:

- ✓ be enrolled either in a doctoral programme at a university or similar institution pursuing a doctoral research project focusing on innovation in history education in the context of the study programme (*Please notice: This can contain students from a range of different programmes, such as history, history education, history didactics, educational sciences, classical studies, literature, political science, public history, gender studies, sociology, history of art, museum studies, cultural studies, archaeology, anthropology, ethnography, area studies, etc. It is important that the research topic of the applicant's doctoral project matches the theme "innovation in history education"*) or a history educator by profession (teachers, museum professionals, etc.) who will take a break from regular

professional activity during the implementation period in order to dedicate their efforts to their research project related to innovation in history education (often referred to as “research sabbatical”). The research project must be mentored by an experienced researcher affiliated with a university institute or a similar institution (at least holding a doctoral degree).

- ✓ be able to demonstrate that their original research project is in a sufficiently advanced stage to be able to provide a basis for writing the article funded in the context of the HISTOLAB fellowship
- ✓ be able to demonstrate their proficiency in English at the B2 level according to Common European Framework of Reference for Languages
- ✓ be able to present at least one letter of recommendation, of which at least one must be issued by the official mentor of the research project that forms the knowledge base for the writing of the article supported by the HISTOLAB Fellowship.
- ✓ have the nationality of at least one of the 46 Council of Europe member States.

**Multiple applications are not allowed and shall lead to the exclusion of all applications concerned.**

### 3. Award criteria

Applications will be assessed against the following criteria:

- **Part A based on the documents submitted (70%)**
  - Originality, relevance and added value of the proposed article with regard to the objective of the call and the values, standards and priorities of the Council of Europe generally and in the field of history education, more specifically (30%)
  - Suitability of the research methods proposed (10%)
  - Qualification of the applicant (educational background, professional experience, publications, overall mark of the study programme that made the applicant eligible for their doctoral programme) and expertise regarding the proposed thematic field (30%)
- **Part B based on online interviews consisting of 10 minutes presentation of the articles proposed in the application and 5 minutes discussion between the applicant and the evaluation committee (30%)**
  - Clarity of the presentation of the concept for the proposed article, ability to answer critical questions related to the presentation of the concept of the article and demonstrated oral English language skills during the interview (30%)

On completion of the selection process, all applicants will be notified in writing of the final decision concerning their respective applications as well as on the next steps to be undertaken.

The selected Grantees will be invited to sign a Grant Agreement (See Appendix II, for information only), formalising their legal commitments. **Potential applicants are strongly advised to read the draft contract, in particular its requirements in terms of payment and reporting.**

### G. Indicative Timetable

Phases	Indicative timing
Publication of the call	14 April 2023
Deadline for submitting applications	14 May 2023
Information to applicants on the results of the award procedure	9 June 2023
Signature of the grant agreements	30 June 2023
Implementation period	1 July 2023– 10 January 2024

## H. Description of the Council of Europe – European Union Joint Project HISTOLAB

HISTOLAB seeks to reinvigorate the field of history education by bringing together innovative ideas on how to improve the teaching of history. From research, to teacher training initiatives, to advances in technology, the means for creativity and creation are abundant, and there is no reason why the teaching of history cannot evolve at the same rate as other school subjects, such as science or mathematics. The project facilitates the co-operation between different stakeholders in the field of history education with the aim of amplifying the values and recommendations of the Council of Europe with regard to history education and promote their implementation through teaching practices. HISTOLAB encourages the exchange of knowledge, experiences, and expertise across professions in the field of history education, namely practitioners (such as teachers, museologists), academics, junior researchers, and policymakers in order to move the needle in the debate on history education by including multiple professional perspectives. The Joint Project also focuses on the exchange of expertise and good practices between professionals from different countries. In doing so, HISTOLAB not only reflects on, identifies, and promotes good practices in history education, but also provides ample opportunities for professional development and networking. Young researchers and professionals working in history education are encouraged to both advance their knowledge and offer new perspectives of their own, through the HISTOLAB Fellowship and the Innovation Days.

The co-operation activities of HISTOLAB facilitate opportunities for those working in history education by organising:

- The European Innovation Days in History Education: an annual event focusing on the future of history teaching;
- The HISTOLAB Award for innovative ideas and projects in schools: an award for students in the European Schools Network and Council of Europe’s Democratic Schools Network;
- A series of online events to present innovative initiatives and expertise.

## Appendices

Appendix I - Application Form

Appendix II - Template Grant Agreement (for information only)

