

Dear Applicants for the City of Helsinki Research Grant,

Please fill in the application form carefully and follow the instructions. Incomplete applications will not be considered.

The grants are intended for researchers with a higher university degree (MA or equivalent), working on a licentiate or doctoral thesis. Grants can also be awarded to post doc researchers.

Particularly important criteria when considering the applications include, besides high quality, the so-called **Helsinki relevance** of the research project. Priority is given to research projects related to urban economy and economic activity, research on the organisation and assessment of services ordered or produced by the city, as well as studies on the living environment, everyday life and history of Helsinki, including issues related to immigration and internationalisation of the city.

Grants will be awarded to 8–12 applicants, with each successful candidate receiving approximately 2,000 to 8,000 euros.

The following documents are to be **enclosed**:

- CV, with information on previous activities and degrees
- separate research plan (maximum five pages)
- references if available (only written references are taken into consideration)

Any other documents enclosed will not be considered.

Applications with enclosures are to be submitted **in two copies** to City of Helsinki Urban Facts, PO Box 5500, 00099 CITY OF HELSINKI, by March 18th, 2014, at 4 pm. All applications must arrive by this deadline. (Our street address is Siltasaarenkatu 18–20 A, 5th floor).

The grants will be presented on the City of Helsinki Science Day in May/June 2014. Recipients will be notified by letter before the occasion and other applicants after the Science Day.

Grants awarded to employees of the City of Helsinki are taxable income, except in individual cases where it is considered that the grant was intended for education.

Grantees are required to provide the City of Helsinki Urban Facts with an account of the use of the grant and the work carried out with the aid of the grant, or to submit an equivalent report within the calendar year subsequent to the year in which the grant was awarded, if the research work is still underway.

For further information, please contact Research Director Timo Cantell, tel. (09) 310 73362, [timo.cantell\(at\)hel.fi](mailto:timo.cantell@hel.fi) or Researcher Vesa Keskinen, tel. (09) 310 36296, [vesa.keskinen\(at\)hel.fi](mailto:vesa.keskinen@hel.fi).

Thank you!

GRANT APPLICATION 2014

TO THE MAYOR OF HELSINKI

City of Helsinki Urban Facts
PO Box 5500
00099 CITY OF HELSINKI
(Street address: Siltasaarencatu 18–20 A
5th floor, Ympyrätalo)
Tel. (09) 310 1612

Amount of grant requested €

Surname of applicant:

Given names of applicant:

Degree:

Current position and employer:

Telephone number:

E-mail:

Address (street and zip code):

Personal identity number:

Title of research project:

Bank account number (IBAN):

Members of research group (name, degree and current position), if applicable:

Organisation (e.g. university) where research is conducted:

Main study area of research:

Will research be conducted towards a thesis (if yes, please specify)?

Estimated costs:

References (enclosures):

Short synopsis of research plan (a separate research plan is to be enclosed to the application):

Previous grants from the City of Helsinki (year, amount):

Other grants from the past five years
(year, granter and amount):

Other pending grant applications (foundation etc., amount requested and purpose):

Date:

Signature:
