



TITLE VIII RESEARCH PROGRAMS

Terms and Conditions of Participation



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TITLE VIII RESEARCH SCHOLAR PROGRAM AND TITLE VIII COMBINED RESEARCH & LANGUAGE TRAINING PROGRAM

I. Program Designation

I, _____ (“Participant”), designated as a recipient of a fellowship (the “Fellowship”) in the 2019-2020 Title VIII Research Scholar/Combined Research & Language Training Program (the “Program”), sponsored by the U.S. Department of State, Program for Research and Training on Eastern Europe and the Independent States of the Former Soviet Union (“Title VIII”), and administered by American Councils for International Education: ACTR/ACCELS (“American Councils”), agree to read and abide by the following Terms and Conditions. I understand that these Terms and Conditions comply with both the program policies of Title VIII and American Councils.

II. Program Policies

A. NON-DEGREE PROGRAMS

Participants will not receive a degree from their Eurasian/Eastern European host institutions. Participants are neither allowed to enroll in a degree program nor receive credit for coursework at their host institution as part of the Program.

B. ADDITIONAL GRANTS AND FELLOWSHIPS

Although Participants may hold other fellowships or grants during Fellowship tenure, including sabbaticals and grants from their home institutions, they may not hold another concurrent Title VIII grant of any kind. Participants must report any other Title VIII funding to American Councils and provide dates for each program supported through Title VIII. Furthermore, Participants must inform American Councils of any other funding (regardless of the type) that they plan to use simultaneously during the term of their Fellowship.

C. VISA

If a Participant has been awarded a Fellowship to conduct research in a country that requires a visa for U.S. citizens, American Councils will work with overseas staff and/or a host university, in addition to the local consulate, on processing a visa for the Participant; however please be aware that ultimately the decision to issue a visa is made by the host country government. American Councils has no influence or say in the process and cannot guarantee the issuance of visas.

American Councils will provide a single-entry visa for the duration of the Participant’s Program. No visa extensions for other-than-originally-authorized academic study will be granted by the Program. No exceptions will be made. Participants may remain in their Eurasian/Eastern European host country on an American Councils-sponsored visa only during periods of active research and/or study; all Participants must depart the host country at the end of their research/study periods. Participants may not use visas issued by American Councils after their Fellowship has ended – regardless of the visa expiration date.

No visas will be issued for Participant’s spouses or other family members.

D. PROGRAM ACTIVITY GEOGRAPHIC RESTRICTIONS

All Program-related activities must take place in Eurasia and/or Eastern Europe.

E. DURATION AND CONTINUITY OF FELLOWSHIP

Participants may conduct research in the field for a minimum of 3 consecutive months and a maximum of 9 consecutive months. The duration of each Program is specified in the award letter. All participants must remain in the host country for the duration of their Program as specified in the award letter. The period of the Title VIII award cannot be interrupted for travel outside of the host country.

F. MEDICAL FORMS

Participants are required to have a doctor complete a full medical form certifying that their health allows them an extended stay in Eurasia/Eastern Europe. Medical forms will be sent to Fellowship application finalists with their award letter. Fellowship application finalists who cannot provide completed medical forms certifying that their health allows them an extended stay in Eurasia/Eastern Europe, will not be awarded a grant. Additional documentation indicating the Participant has made arrangements to ensure his/her access to all necessary medications and treatment while abroad may also be required.

Participants are responsible for the costs of physical exams, medical tests, vaccinations, etc. prior to participation in the Program. American Councils reserves the right to terminate the Fellowship if there is any evidence of dishonesty with regard to some medical fact or relevant medical information that may affect a Participant's ability to participate in the Program.

HIV Testing Requirement: Under a 1995 Russian law, any person applying for an educational visa must present a certificate showing that the individual is HIV negative. The certificate may be either in Russian or English, and the HIV test must have been taken no more than three months before the date of entry into Russia. Certain Eurasian countries have adopted similar laws. In order to obtain the visas to these countries, if necessary, Participants will be required to submit HIV certificates with their visa application materials.

G. PERSONS INCLUDED ON EXPORT OR FOREIGN ASSETS SCREENING LISTS

American Councils reserves the right to withdraw or revoke a candidate or Participant's Program participation, if at the time of application or at any subsequent time, the candidate or Participant is listed, or is affiliated with any entity listed on any export screening list, or governed by any Executive Order of the U.S. President, including but not limited to travel bans or "Specially Designated Nationals," "Blocked Persons," "Denied Persons," "Sanctions" or other lists maintained by the U.S. Office of Foreign Asset Controls, Bureau of Industry and Security, Departments of Commerce, State, Treasury, or other U.S. government agency.

H. TERM OF PLACEMENT

Only universities approved by the U.S. Department of State and American Councils may host Participants. Participants must notify and provide information about any academic affiliation agreements in advance of their departure. Each Participant will be assigned a host institution according to her/his abilities and interests as described in the Participant's application. Program application finalists may be required to accept or decline their scholarship before their host institution is known. Placement information will be provided to the Participant before the beginning of the Program.

I. INTERACTION WITH AMERICAN COUNCILS

Participants are asked to contact and meet with American Councils' overseas staff within twenty-four hours of their arrival in the host country. Participants are also strongly encouraged to take part in follow-up or alumni activities related to the training and education they received overseas.

J. TRAVEL

Given the limited amount of time available for research during the program, Participants may not travel outside the host country during the term of the Fellowship.



Participants must inform American Councils (both the in-country field office contact and the Washington, DC office contact) of any time spent away from their host university or host city including time spent on field research.

K. EMPLOYMENT

The Program carries an obligation for full-time research and/or language study. Employment during the term of Fellowship is prohibited.

L. INSURANCE POLICY AND DANGEROUS ACTIVITIES

Participants agree to refrain from dangerous activities, such as, but not limited to, mountaineering where ropes or guides are normally used; hang gliding; parachuting; bungee jumping; racing by horse, motor vehicle or motorcycle; and parasailing. Participants recognize that health and accident insurance provided by American Councils for Participants does not cover injuries or death as a result of such dangerous activities or as a result of or in connection with the commission of a felony offense. Participants should consult their insurance policy for a full list of such excluded activities.

M. ACKNOWLEDGEMENT OF RESPONSIBILITIES TO AMERICAN COUNCILS AND DEPARTMENT OF STATE WHILE ABROAD

I understand that as a recipient of a Title VIII Research Scholar or Combined Research and Language Training Fellowship, my actions abroad will reflect upon the grant's funder (U.S. Department of State), and its administrating organization (American Councils for International Education). I understand and accept that I may be required in some instances to modify my proposal, schedule, itinerary, and planned activities in order to protect my health and safety and/or to avoid actions or circumstances that might subsequently hinder the ability of American Councils to continue its operations in my host country. I further agree and acknowledge that failure to abide the laws of my host country, local visa regulations, my host institution (if applicable) and the requests of American Councils while abroad may be grounds for the revocation of my grant and the loss of visa sponsorship.

N. TERMINATION OF FELLOWSHIP

American Councils reserves the right to dismiss a Participant from the Program if it decides that such action would be in the Participant's best interest or in the best interest of the Program. Dismissal may be initiated for, but is not limited to, the following reasons:

1. Nonperformance of academic responsibilities including excessive time spent away from the university on non-research related activities;
2. Inability to participate in the program, including physical or mental incapacitation that impedes the Participant's ability to fulfill the requirements of the Program or comply with visa regulations;
3. Evidence of dishonesty with regard to some material fact or withholding of obviously relevant information in dealings with American Councils before or after selection for participation;
4. Violation of a federal, city, or state law that is a misdemeanor or felony;
5. Violation of a major provision of the host university's code of conduct;
6. Failure to complete the Fellowship because of voluntary termination, including premature departure from the host country, without the express written consent of American Councils;
7. Commission of an act or acts which may have the effect of bringing American Councils or Title VIII into disrepute or if my continued presence in the Program would be disruptive or interfere with the Program's continuation;

8. Failure to submit required forms and information, including visa applications, travel requests, medical evaluations, and program updates within deadlines stated by American Councils, or;
9. Failure to maintain American Councils' confidence that the Participant is capable of conducting himself/herself in a safe, reasonable, and mature manner while living and conducting research in the often stressful environments of Russia, Eurasia or Eastern Europe.

If a Participant is dismissed from the Program, sponsorship of the visa will be terminated immediately and transportation to the U.S. will be arranged for the earliest date possible. All travel expenses related to the Participant's dismissal and early departure from the Program will be the sole responsibility of the Participant.

If a Participant is dismissed from the program before departure from the U.S., he/she will be required to return all Fellowship payments and other funding provided to date. If American Councils has incurred any costs relating to airline tickets, travel advances, and/or visa processing (e.g. visa invitation, visa application processing, etc.), the Participant also must reimburse American Councils for those costs incurred.

If a Participant is dismissed from the program before conducting research for at least 3 consecutive months, he/she will be required to return the entire amount of his/her total Title VIII award. If a Participant is dismissed from the program after conducting research for 3 consecutive months, he/she will be required to return the pro-rated amount of his/her total Title VIII award for the period of non-participation.

O. CANCELLATION

The right is reserved by the U.S. Department of State and American Councils, in their sole discretion, to cancel the Program or any aspect thereof prior to departure; and, in the U.S. Department of State and the American Councils' sole discretion to cancel the Program or any aspect thereof after departure, requiring that all participants return to their home country if the U.S. Department of State and American Councils determine or believe that any person is or will be in danger if the Program or any aspect thereof is continued.

P. LIABILITY

American Councils assumes no responsibility for any injury, accident, illness, loss of personal property, or other contingencies that may befall Participants during, or as a result of, participation in the Program. American Councils will not be liable for any claim or claims resulting from a participant's failure to enter upon or to complete the Program, even though the failure is beyond the Participant's control, including without limitation any failure resulting from a revocation, termination, or suspension. Participant releases and promises not to sue American Councils, the host institution, or their respective employees and agents, for any damages or injury (including death) caused by, deriving from, or associated with Participant's participation in the Program.

Participant understands that, although American Councils will attempt to maintain the Program as described in their publications and brochures, they each reserve the right to change the Program, including the itinerary, travel arrangements, or accommodations, at any time and for any reason, with or without notice, and that neither American Councils nor its employees or agents, shall be responsible or liable for any expenses or losses that Participant may sustain because of these changes.

Participant understands that the support provided by American Councils is dependent on local institutions, laws, and capacity. In some instances, American Councils may not be able to provide complete access to local resources, including but not limited to archive access, language classes, affiliation with a local university, and other program aspects.

Participant understands and acknowledges that American Councils assumes no responsibility or liability, in whole or in part, for: any sickness, disease, injuries (including death), losses, damages, weather, strikes, acts of God,

circumstances beyond the control of American Councils, force majeure, war, quarantine, civil unrest, kidnapping, public health risks, criminal activity, terrorism, expense, accident, injuries, damage to and lost property; inconveniences, cessation of operations, mechanical defects, failure or negligence of any nature howsoever caused in connection with any service beyond American Councils' control, with or without notice; or for any additional expense occasioned by any of the foregoing.

Participant understands and acknowledges that American Councils will not be liable for any costs incurred by Participant in connection with any criminal, civil or administrative proceedings. Under no circumstances will costs resulting from violations of, alleged violations of, or failure to comply with Federal, state, tribal, local or foreign laws and regulations be covered by the Program. Should Participant choose to hire an attorney, he/she will be responsible for facilitating the process and covering all costs, including but not limited to fines and fees.

Indemnification and Hold Harmless. Participant, individually, and on behalf of his or her heirs, successors, assigns and personal representatives, hereby agrees to indemnify, defend, and hold harmless American Councils and its employees, agents, officers, trustees, and representatives (in their official and individual capacities) from any and all liability, loss, damage or expense, including attorneys fees, that may result from participant's negligent or intentional act or omission, which arise out of, occur during, or are in any way connected with Participant's participation in the Program, any related or independent travel, any activities or field trips, irrespective of whether they are sponsored, supervised or controlled by American Councils.

III. Financial Provisions

A. GENERAL PROVISIONS

Participants will receive funding towards the cost of mandatory fees (including academic affiliation and access to archives and libraries), health insurance, roundtrip international travel from their home cities to their destination cities, and monthly stipends. No extra funds are provided to cover personal expenses such as computers, transcripts, photocopying, vacations, payment for research surveys, telephone calls, non-prescription medicine, or pre-existing medical conditions.

B. TRAVEL AT BEGINNING/END OF PROGRAM

American Councils is responsible for arranging one roundtrip ticket from the United States to the destination city at the start of the Program and back to the U.S. at the conclusion of the Program for Participants. In accordance with Title VIII Program policies, all Participants must travel on U.S. carriers on the transatlantic/ transpacific portion of their travel to and from the United States. ("Transatlantic travel" refers to travel to and from the United States, either directly or via a European city, using an itinerary and dates determined by American Councils. "Transpacific travel" refers to travel to and from the United States, either directly or via a city in Asia, using an itinerary and dates determined by American Councils.) Any proposed changes in arrival or departure dates must be presented to American Councils at least two weeks in advance; change-of-ticket fees and penalties will be the sole responsibility of the Participant. Participants should not expect American Councils staff to repeatedly change travel dates at the start or end of the Program. All other travel during the Program is the sole responsibility of the Participant.

In exceptional cases, Participants may be allowed to purchase their own ticket. Participants making their own Program travel arrangements must provide American Councils with receipts of international air travel, in order to demonstrate compliance with the Fly America Act, 49 U.S.C. § 40118, and receive reimbursement. American Councils cannot provide reimbursement for international air travel that does not comply with the Fly America Act.

Stopovers en route to or from the home country and any other deviations in travel from their award letter will be at the expense of the participant. Funds for overweight baggage or extra baggage will not be provided under any circumstances. Funds for emergency travel will not be provided.

Participant understands and acknowledges that American Councils assumes no responsibility or liability, in whole or in part, for: any delays, delayed or changed departure or arrival times; fare changes, dishonors of hotel, airline or vehicle rental reservations; missed carrier connections; bankruptcies of airlines or other service providers; inconveniences, cessation of operations, mechanical defects, failure or negligence of any nature howsoever caused in connection with any accommodations, restaurant, transportation, or other service or for any substitution of hotels or of common carriers beyond American Councils' control, with or without notice; or for any additional expense occasioned by any of the foregoing. If due to weather, flight schedules or other uncontrollable factors participant is required to spend additional nights, American Councils will not be responsible for Participant's hotel, transfers, meal costs or other expenses. Participant's baggage and personal property are transported at his or her risk entirely.

C. STIPEND

Stipends are designed to cover participants' monthly living and housing expenses. Participants will receive their stipend check prior to departure from the U.S.

D. HOUSING

Participants assume sole responsibility for securing legal housing and making payments for such housing. Participants must provide American Councils with the address, phone number, and name(s) of other tenants and/or owner for purposes of visa registration and in case of an emergency. American Councils will not locate apartments for Participants.

For Participants conducting research in Russia: Due to visa regulations, Participants might be required to live in program housing provided by the host university. In such cases, arrangements for the Participant will be made and paid by American Councils. If program housing is required by the host university and paid directly by American Councils, Participants will receive a living stipend but no housing stipend.

Participant understands and acknowledges that American Councils assumes no responsibility or liability, in whole or in part, for any inconvenience, failure or negligence of any nature howsoever caused in connection with any accommodations, with or without notice; or for any additional expense occasioned by any of the foregoing.

E. HEALTH AND ACCIDENT INSURANCE

To ensure that Participants receive adequate financial protection in case of an accident or ill health, American Councils has arranged health and accident coverage at no cost to Participants for the duration of the program through Cultural Insurance Services International (CISI). Participants will receive an insurance identification card, printed material describing insurance benefits and exclusions, and a claim form, which can be photocopied. CISI will provide medical coverage for up to \$250,000 to participants who become ill or injured, but will not cover routine health examinations, routine eye examinations, eyeglasses, contact lenses, vaccinations, dental cleaning, or dental work. Participants agree to have any necessary routine examinations, and receive all necessary treatment, prior to departure from the United States. The medical plan does not cover the cost of prescription medicines for pre-existing conditions, and Participants who are currently taking prescription medications should bring sufficient supplies with them, or be prepared to pay for these expenses from their living stipend. Furthermore, CISI does not provide coverage for illegal drug-related or alcohol-related illnesses and/or accidents. The policy with CISI only covers Participants while overseas and will not cover any services whatsoever in the U.S.

Participants will be automatically enrolled in CISI unless their U.S. institution mandates coverage for participants through its own institutional policy. Participants may purchase additional health insurance coverage at their own expense. If a Participant purchases additional insurance, the CISI insurance coverage becomes a secondary plan.

Please note: CISI coverage is provided on a reimbursement basis. Participants should expect to cover these expenses up front, save all receipts, and submit a claim to CISI for reimbursement.

American Councils assumes no responsibility for any injury, accident, illness, any loss of personal property, or any other contingency which may befall Participant during, or as a result of, travel or other activities related to the Program. Participant hereby releases the American Councils and its employees and agents from any responsibility or liability for expenses incurred by me for injuries or illnesses (including death) that Participant may incur because of those injuries or illnesses.

F. DENTAL INSURANCE

If Participants require dental treatment not covered by the health and accident insurance policy, they are personally responsible for all costs incurred. Information on supplemental dental coverage is available from American Councils. Participants will be responsible for all costs associated with enrollment in a supplemental dental coverage plan.

G. DEPENDENT HEALTH AND ACCIDENT INSURANCE

The Program does not provide medical coverage for dependents but Participants must provide overseas medical insurance for all dependents that join them in Eurasia or Eastern Europe. Participants who do not provide health insurance for dependents or who do not maintain insurance coverage during the entire time that dependents are in Eurasia or Eastern Europe will be dismissed from the Program and be required to return to the U.S. immediately.

H. PERSONAL BILLS

Participants are responsible for paying all personal bills incurred during the Fellowship. These include, without limitation: telephone, electric, cable television, credit cards, insurance deductibles, etc. Under no circumstances will American Councils pay an outstanding bill during or after the Program, and it is the responsibility of all Participants to resolve issues related to unpaid bills before departure from the host country. Any outstanding bills will result in Participants not being eligible to participate in future programs or events.

I. EARLY WITHDRAWAL FROM FELLOWSHIP

If a Participant withdraws from the Program after signing the Terms and Conditions and before their actual departure, he/she is responsible for paying a withdrawal fee of **\$300**.

If a Participant has received airline tickets and travel advances and subsequently withdraws from the Program before arriving in Eurasia and Eastern Europe, the tickets and funds must be returned to American Councils. If American Councils has incurred any costs related to the processing of the Participant's visa, the Participant also must reimburse American Councils for the related visa processing costs (e.g. visa invitation, visa application processing, etc.).

If, having arrived in the host country, a Participant voluntarily withdraws from the program before conducting research for at least 3 consecutive months, he/she will be required to return the entire amount of his/her total Title VIII award. If a Participant withdraws from the program after conducting research for 3 consecutive months, he/she will be required to return the pro-rated amount of his/her total Title VIII award for the period of non-participation. All travel expenses related to the Participant's withdrawal and early departure from the Program will be the sole responsibility of the Participant.

If a Participant is unable to continue his/her research due to medical evacuation, he/she will be required to return the pro-rated amount of his/her total Title VIII award for the period of non-participation.

IV. Dependents and Family Members

Visits by family members and dependents to Eurasia/Eastern Europe will not be supported by the Program, and are strongly discouraged. The Program is designed to cover the expenses of Participants only. Family members and dependents of Participants, who wish to visit during the term of fellowship, must make their own visa arrangements. American Councils will not provide funding, assistance with housing, visa invitations, visa advising, registration, or administrative support for this purpose.

V. Reporting to American Councils

A. RESEARCH UPDATES

As recipients of U.S. Department of State funding, Participants are required to report regularly on their research activities overseas. As part of their award acceptance, Participants must prepare a Project Timeline that outlines monthly research goals and specific steps to achieve these goals. During the Program, Participants must submit regular research updates describing their project advancement in relation to the Project Timeline. These updates can also include information on the Participant's language training, co-curricular activities, preliminary findings, and challenges. The updates will be forwarded to the U.S. Department of State and may be posted on American Councils websites and social media platforms for prospective participants, alumni, and other audiences to read. Each submission should be no less than 500 words and can include two or three photos of the scholar in the host country. Participants are required to submit a research update after the first month of research and then bi-monthly following the first report. Participants with a 3-month fellowship will submit a research update mid-way through their program.

B. FINAL REPORTING REQUIREMENTS

Participants in the Research Scholar or Combined Research and Language Training program are required to submit a program evaluation and a final report to American Councils within thirty days of the Program end date. The final report should highlight preliminary research findings from the Participant's Fellowship. This paper will be posted on the American Councils research website and forwarded to the U.S. Department of State to be housed in a Title VIII research database. Furthermore, the final report will be read and evaluated by a selection committee member to discuss the overall contribution of the project to the Title VIII program.

The program evaluation should provide logistical feedback about the program, institutional placements, archive information, professional activities and accomplishments in-country, as well as plans for subsequent research or publications based on the work accomplished during the program. The program evaluation should be completed on-line. The final report should be sent to American Councils by e-mail or standard mail within one month of the program end-date.

Participants also are required to submit a post-program survey. The objective of the survey is to collect data on scholar contributions to the field. The post-program survey must be completed six months after the Program end date. The post-program survey should be completed online.

C. DUTY TO INFORM

Participants must simultaneously inform the American Councils Washington, D.C. office (via email) and the in-country field office within three days of the following:

1. any changes of overseas address and telephone number;
2. any accidents, serious illnesses, or hospitalization;
3. any circumstances that would prevent continuing participation in the Program;

4. any academic difficulties or problems that the Participant is experiencing;
5. any change of faculty advisor;
6. any changes in the Participant's academic specialization or research topic;
7. any changes in marital status;
8. any arrests or violations of host-country law;
9. any plans to travel outside of the host city during the program, so that Participants can be reached in the event of an emergency; and
10. any changes of the Participant's address and telephone number in the United States.

VI. Overseas Program Recommendations

American Councils strongly encourages all Participants to visit the nearest U.S. embassy or consulate soon after arrival in the host country. U.S. embassy officials as well as local NGOs may find your research project relevant to their current professional activities and may be interested in learning more about your research. Participants are also encouraged to connect with local experts in their field.

VII. Publications Resulting from Participation in the Program

American Councils requests that publications which are a direct outgrowth of participation in the Program carry an acknowledgment as follows:

"Research for this (book, article, dissertation) was supported in part by the Title VIII Research Scholar (or Combined Research and Language Training) Program, which is funded by the U.S. State Department, Program for Research and Training on Eastern Europe and the Independent States of the Former Soviet Union (Title VIII) and administered by American Councils for International Education. The opinions, findings and conclusions stated herein are those of the author[s] own and do not necessarily reflect those of either the U.S. Department of State or American Councils for International Education."

Participants agree to send American Councils a copy of any publication, academic or otherwise, which is a direct outgrowth of participation in the Program.

VIII. Review of Health and Safety Materials

Participants are required to thoroughly review the Participant Handbook and other pre-departure materials provided by American Councils. Participants are encouraged to pay particular attention to information provided in the handbook regarding their health and safety overseas, including specific measures they may take to help safeguard their well-being while abroad. American Councils is prepared to answer any additional questions Participants may have about these matters.

IX. Miscellaneous

1. Should any provision or aspect of these Terms and Conditions be found to be unenforceable, then all remaining provisions of the Terms and Conditions will remain in full force and effect.

2. Should there be any dispute concerning my participation in the Program that would require the adjudication of a court of law, such adjudication will occur in the courts of, and be determined by the laws of, the District of Columbia.
3. In signing this document Participant hereby acknowledges that he/she has read this entire document, that he/she understands its terms, that by signing it he/she is giving up substantial legal rights he/she might otherwise have, and that he/she has signed it knowingly and voluntarily.
4. This agreement represents Participant's complete understanding with American Councils concerning the American Councils responsibility and liability for Participant's participation in the Program, supersedes any previous or contemporaneous understandings participant may have had with American Councils on this subject, whether written or oral, and cannot be changed or amended in any way without Participant's written concurrence.
5. Participant represents that he or she is at least eighteen years of age or, if not, that he or she has secured below the signature of his or her parent or guardian as well as his or her own.

X. Acceptance of Terms and Conditions

I understand and agree to the Terms and Conditions outlined above and accept a position in the 2019-2020 Title VIII Program. I understand that I am responsible for knowing and following the conditions described in this document, which is legally binding. I understand that failure to comply with the conditions listed above will result in dismissal from the Program.

I understand that if I fail to return a signed copy of this form, I will lose my position in the 2019-2020 Title VIII Program.

I understand that these Terms and Conditions comply with the program policies of the U.S. Department of State and American Councils.

I will bring a copy of this document with me to Eurasia/Eastern Europe.

Name (please print in English)

Signature (as you would normally sign)

Date (month, day, year)