

HOUBLON-NORMAN/GEORGE FELLOWSHIPS

Please type throughout if possible; for notes on the conditions governing applications please see www.bankofengland.co.uk/research/research-funding-and-fellowships.

Please attach your most recent CV and Research Proposal and return the form to MA-HNGFUND@bankofengland.co.uk.

Application for:	Senior Fellowship <input type="checkbox"/> Awarded to tenured full or chaired professors	Fellowship <input type="checkbox"/>	
Full Name:			
Present Occupation:			
E-mail:			
Are you eligible to work in the UK? If 'no' and your application is successful, we will be in contact for more information to allow us to sponsor your visa		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Timing and length of Fellowship requested: (preferably within the academic year 2024/2025)			
No of Months:		From:	To:
Title of Research: (not more than 20 words)			
Research work proposed – your Research Proposal should be submitted as a separate document Further notes for guidance are given on the back page of the form. Include subject, and period over which the work is likely to extend.			
Details of two Referees. These should, if possible, be particularly acquainted with the applicant's previous work and fitness to undertake the research proposed. <u>Candidates are strongly advised to send their research proposal to their referees.</u>			
Referee 1		Referee 2	
Name:		Name:	
E-mail:		E-mail:	

Financial Details:

- The award will normally be comparable to the applicant's current salary. Please show below your present gross monthly salary (**and, separately, national insurance and pension contributions paid by your employer, where applicable**).
- If you are already employed at a UK institution please state if you think that there are any additional costs and specify what these are (please include any likely increases to your present salary, bearing in mind the date of the fellowship applied for).
- Travel and any other expenses, such as subsistence, that may be incurred during the tenure of the Fellowship should also be included and specified.
- Sabbatical – if you will be on a paid sabbatical during the fellowship, please note this below and only include details of expenses (travel and any other expenses) that would be incurred during the tenure of the Fellowship (no need to include your salary)

Please be sure that this information is as accurate as possible as the Trustees may only award any additional funds under exceptional circumstances.

Other Financial Assistance: Name any other source from which financial assistance has been or will be received for the proposed research, including any other organisation or university, to which application has been made or is being made.

Other Relevant Considerations: Name any factors not mentioned above to which attention should be drawn. If space is insufficient, a note giving more detail may be attached to this form.

Please specify where you heard of the Fellowships:

Applicant's signature:

Date:

Please also complete the Diversity Monitoring Form on the following page.

Houblon Norman/George Fellowship – 2024/2025

Diversity Monitoring Form

We are asking all applicants to complete the Diversity Monitoring Form to enable us to monitor the effectiveness of our approach to equality and diversity.

Full Name	
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What is your ethnic group? Choose one

<input type="checkbox"/>	White	<ul style="list-style-type: none"> • English / Welsh / Scottish / Northern Irish / British • Irish • Gypsy or Irish Traveller • Any other White background
<input type="checkbox"/>	Mixed / multiple ethnic groups	<ul style="list-style-type: none"> • White and Black Caribbean • White and Black African • White and Asian • Any other Mixed/multiple ethnic background
<input type="checkbox"/>	Asian / Asian British	<ul style="list-style-type: none"> • Indian • Pakistani • Bangladeshi • Chinese • Any other Asian background
<input type="checkbox"/>	Black / African / Caribbean / Black British	<ul style="list-style-type: none"> • African • Caribbean • Any other Black/African/Caribbean background
<input type="checkbox"/>	Other ethnic group	<ul style="list-style-type: none"> • Arab • Any other ethnic group
<input type="checkbox"/>	Prefer not to say	

Gender

<input type="checkbox"/>	Female
<input type="checkbox"/>	Male
<input type="checkbox"/>	Prefer not to say

Privacy Notice

Information we collect

By completing this form, the Bank of England ('we' or the 'Bank') collects personal data about you. This includes contact details, professional information, financial details, and information about your eligibility to work in the EU and special category data of ethnicity and gender information. We may also collect personal information from your CV.

Why we need your personal data

We collect your personal data to process your application for a Houblon Norman and George Fellowship.

Our basis for processing this data is that it is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Bank. To the extent that we process special categories of personal data, we do so for the purposes of carrying out the obligations and exercising the specific rights of the Bank or of the data subject in the field of employment law.

What we do with your personal data

Information provided in this form will be used for the purpose of reviewing your Fellowship application and to contact you as required. We will share this information with members of the Fellowship Advisory Committee and Trustees.

Your data will be retained for 5 years. You can request that we no longer use your personal data, by writing to us as described below.

How this notice applies to other individuals

We also collect the name and contact details for your referees. You should let your referees know that you are nominating them. Where you provide us with personal data relating to another person, if appropriate, please explain the information in this notice to them, and tell them how to access a copy.

Your rights

You have a number of rights under data protection laws (for example, you have the right to ask us for a copy of the personal data the Bank holds about you. This is known as a 'Subject Access Request'). You can ask us to change how we process or deal with your personal data, and you may also have the right in some circumstances to have your personal data amended or deleted.

To find out more about those rights, to make a complaint, or to contact our Data Protection Officer, please see our website at bankofengland.co.uk/privacy.

NOTES FOR GUIDANCE WHEN COMPLETING QUESTION RESEARCH WORK PROPOSED

We welcome project proposals formatted according to the guidelines established by [National Science Foundation](#) (NSF).

When preparing your research work proposal, the applicant should consider the checklist below. The list need not be completely adhered to but may help in completing the proposal. Starred items may be viewed as of particular importance.

- (a) What are the objectives of the research?
- (b) * Benefits to the Bank and the [Fund's mission](#)
- (c) * During the tenure of your Fellowship you will be particularly expected to interact with members of the Bank staff (and play an active part in the Bank's research activities). Please indicate how you would expect to benefit from this contact.
- (d) * What are the biggest risks to the successful completion of the project
- (e) How does it relate to other research in the same field that either has been completed or is going on now?
- (f) Are the results expected to have any general or practical applications?
- (g) How will the research be done? What techniques will be used? What were the reasons which led to the adoption of these methods and techniques?
- (h) If the research involves gaining access to the facilities or data of institutions or organisations, what assurance can be provided that access will be obtainable?
- (i) How will the research be organised and phased over the duration of the Fellowship?
- (j) *How will the results of the research be disseminated

There is a 15-page limit, on your research proposal.

Your application will be assessed based on

- Benefits to the Bank and the [Fund's mission](#)
- What are the biggest risks to the successful completion of the project

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