CDDRL

PRE-SCREEN GUIDELINES 2018

UKRAINIAN EMERGING LEADERS PROGRAM

Pre-screen Opens:
Wednesday, December 20, 2017

Pre-screen Deadline:
Wednesday, January 17, 2018, 5:00pm PST

Program Dates:
Sunday, September 16, 2018-Sunday, June 23, 2019

To Apply:
app.wizehive.com/appform/login/uelp2018
About the Center on Democracy, Development, and the Rule of Law

The Center on Democracy, Development, and the Rule of Law (CDDRL) at Stanford University engages in research, training, teaching, and organizes intellectual and policy dialogues aimed at increasing public understanding of economic and political development. Founded in 2002 and led by Francis Fukuyama, CDDRL has collaborated with scholars, policymakers, and practitioners around the world to advance collective knowledge about the linkages between democracy, sustainable economic development, human rights and the rule of law.
ABOUT THE FELLOWSHIP PROGRAM

The Ukrainian Emerging Leaders Program is a 10-month academic training fellowship hosted at Stanford University’s Center on Democracy, Development and the Rule of Law. The program provides a unique opportunity to three mid-career practitioners working actively as policy-makers, legal professionals, entrepreneurs, and leaders of civil society organizations in Ukraine to visit one of the world’s leading research universities for an academic year. The objective of the program is to strengthen fellows leadership skills and bolster their academic foundation to address development challenges in Ukraine and across the region.

The fellowship is supported by a committee of leading Stanford faculty at the Freeman Spogli Institute for International Studies. The program is designed to facilitate capacity building for fellows through faculty mentorship, community engagement, courses, events and site visits to Silicon Valley technology firms. The program has been funded with generous support from Western NIS Enterprise Fund, Svyatoslav Vakarchuk, Tomas Fiala, and Astem.Foundation.

PROGRAM AGENDA

The Ukrainian Emerging Leaders Program combines academic courses, faculty mentorship and community engagement to support capacity building and leadership development for program participants.

- The program will have a project based approach to learning where fellows will identify an issue they would like to address and/or gain an in-depth understanding in order to apply lessons learned once they return to Ukraine.
- Over the course of the academic year each fellow will have a faculty mentor who they will meet with regularly during their stay. Faculty will engage fellows through guidance on their projects, coursework, discussions around challenges in Ukraine and connecting fellows to the diverse Stanford community.
- Fellows will have the opportunity to take courses at Stanford that help support their area of expertise and also provide them with an academic foundation to deepen their knowledge base. In addition, they will visit technology firms based in Silicon Valley to learn about approaches to different challenges around the world.
- During the final 6 weeks of the program, fellows will present their findings to the program faculty and the greater Stanford community.
The program's interdisciplinary faculty includes leading political scientists pioneering innovative research and analysis in the fields of democracy, development and the rule of law. CDDRL’s Ukrainian Emerging Leaders Program core faculty includes:

**FRANCIS FUKUYAMA** is the Olivier Nomellini Senior Fellow at the Freeman Spogli Institute for International Studies (FSI) and the Mosbacher Director of FSI's Center on Democracy, Development, and the Rule of Law (CDDRL). He is also a professor by courtesy in the Department of Political Science. He was previously at the Paul H. Nitze School of Advanced International Studies (SAIS) of Johns Hopkins University, where he was the Bernard L. Schwartz Professor of International Political Economy and director of SAIS' International Development program. Learn more [here](#).

**STEPHEN D. KRASNER** is the Graham H. Stuart Professor of International Relations, the Senior Associate Dean for the Social Sciences, School of Humanities & Sciences, and the deputy director of FSI. A former director of CDDRL, Krasner is also an FSI senior fellow, and a fellow of the Hoover Institution. From February 2005 to April 2007 he served as the Director of Policy Planning at the US State Department. While at the State Department, Krasner was a driving force behind foreign assistance reform designed to more effectively target American foreign aid. Learn more [here](#).

**KATHRYN STONER** is the Deputy Director at the Freeman Spogli Institute for International Studies at Stanford University and a Senior Fellow at the Center on Democracy, Development, and the Rule of Law, as well as the Deputy Director of the Ford Dorsey Program in International Policy Studies at Stanford University. She teaches in the Department of Political Science at Stanford, and in the Program on International Relations, as well as in the Ford Dorsey Program. Prior to coming to Stanford in 2004, she was on the faculty at Princeton University for nine years, jointly appointed to the Department of Politics and the Woodrow Wilson School for International and Public Affairs. Learn more [here](#).
APPLICATION TIMELINE AND PROCESS

Please be advised that we have changed the application process from last year. This is now a two-step application process. All candidates are invited to apply through the pre-screen questionnaire, which will be open until Wednesday, January 17, 2018, 5pm PST.

Applicants will be notified in mid-February if they have advanced to the next round. Please note that this is not the final stage in the process.

If your application is advanced to the next stage, you will be invited to submit an application form including a fellowship project statement, three letters of recommendation and a video submission. The deadline for this part of the application is Monday, March 12, 2018, 5pm PST.

If you do not pass the pre-screen, you will not be invited to take these next steps, and your application is no longer under consideration.

If you are advanced to the second stage of the application process and you successfully complete a full application by March 12, please note that you may be asked to sit for an interview in April. We will release final decisions in May 2018.

A note for applicants who are reapplying: Please fill out the pre-screen questionnaire and indicate whether you would like us to carry over your application components from the previous year. If you are advanced to the second round and you have indicated that you would like us to carry over your application, we will do so.

Pre-screen Opens: Wednesday, December 20, 2017
Pre-screen Deadline: Wednesday, January 17, 2018, 5:00pm PST
Candidates notified regarding next steps: Mid-February
Full Application Deadline: Monday, March 12, 2018, 5:00pm PST
Letters of Recommendation Due: Monday, March 12, 2018, 5:00pm PST
Interviews: April 2018
Notification of Final Decisions: May 2018
Week of September 24, 2018: Academic Year Begins
Week of June 12, 2019: Academic Year Concludes
This program is aimed at mid-career practitioners working actively as policy-makers, legal professionals, social entrepreneurs, business entrepreneurs, and leaders of civil society organizations.

- Candidates should hold Ukrainian citizenship and must reside in the country, and have plans to return to Ukraine after the fellowship.
- Candidates must be at least 28 years of age at the start of the fellowship program.
- Candidates should have demonstrated professional and personal achievements in a relevant sector of democracy, development, and the rule of law.
- Candidates must have at least five years of experience to qualify for the fellowship. Those with more experience are much more competitive in the selection process.
- We strive to recruit a diverse group of three individuals who are at the right stage in their professional trajectory to benefit from rigorous academic training and mentorship. Successful applicants will have the academic credentials necessary to participate in academic courses offered at Stanford University. A bachelor's degree at the time of participation in the program is a requirement for admission to the program. We do not accept candidates who are in the midst of full-time university degree programs.
- A working knowledge of English is an important prerequisite. It is expected that each fellow has a solid command of written and spoken English in order to fully benefit and participate in the program.

DATES FOR THE 2018-19 PROGRAM

The dates for the Ukrainian Emerging Leaders Program for the 2018-19 academic school year are Sunday, September 16, 2018- Sunday, June 23, 2019. Applicants are required to participate for the entire duration of the fellowship program. They must be sure that they can be absent from their professional obligations during that time and must make a commitment to attend the full program upon acceptance.
FUNDING & SUPPORT

Fellows receive a stipend for the ten-month fellowship program. The stipend amount provides for academic resources, relocation expenses and living expenses in the Bay Area.

The program will support the cost of visa fees and travel to and from Ukraine for fellows. The program will also cover the cost of fellows’ tuition, program travel and events.
Important: Please be advised that this is a two-step application process. All candidates are welcome to apply in the pre-screen stage, which will be open from December 20, 2017 until January 17, 2018. Candidates will be notified in early February if they are selected to continue to the full application.

We ask that all applicants carefully read the application guidelines in their entirety before applying to the program. You should also carefully review the frequently asked questions section at the end of the booklet to address any questions you may have concerning the application process. The guidelines cover all steps in the application process. We ask that you please do not reach out to the program team unless a question is not covered in this booklet.

If there are any questions or difficulty with the application, please email: emergingleaders@stanford.edu.

HOW TO USE THE ONLINE APPLICATION SYSTEM

The Ukrainian Emerging Leaders Program uses the WizeHive application system to manage both the pre-screen and full application process. This system is widely employed by other fellowship programs and should be easy to use. Here are some guidelines to take note of when using the application system:

- You can save your work at any time and return to the form at your convenience. You do not need to complete the application form in one sitting. It is strongly suggested that you save your work often by clicking on the "Save Draft" button at the end of the page.

- Once you submit your application form you can no longer return to make any changes. Please review all your work before clicking the "Submit" button at the end of the application form.

- The system will notify you by email when you application form has been received.
You can access the wizehive [portal here](#).

**All application materials must be submitted in English.** Applicants should be sensitive to word count and not exceed any of the stated word count limits in the narrative sections of the form as you will automatically be cut off.

Please remember that you are always able to save and return to your work at any time by clicking on the "Save Draft" button. We encourage you to save your work often during the application process so you do not jeopardize losing your material.

**The pre-screen questionnaire contains the following components:**
I. Applicant Information
II. Academics & Career Information
III. Resume
IV. English Language Proficiency
V. Candidate Background and Project Questions

Sections 3 and 5 require the most attention from applicants. More detailed instructions are provided below.

**III. Resume**

Candidates must prepare a resume or curriculum vitae to upload with the questionnaire. The document should be in English and a minimum of one page and no longer than three pages in length.

The resume should list in order of priority the following:

1. Professional experience with your most recent position listed first and dates of employment
2. Educational credentials, including all degrees earned
3. Awards and honors, if applicable
4. Publications, if applicable (please do not include an exhaustive list)

Please note that once you submit the questionnaire you will NOT be able to make any changes to your resume. We ask that you carefully review the attachment before submitting.

**V. Candidate Background and Project Questions**

1. How many years have you been actively working in the field of democratic, social, and political development in Ukraine? * 0/150

2. Please provide a short description of your organization’s mission and scope of work. In answering this question, It would be helpful to understand your organization’s role in the broader democratic landscape in Ukraine. * 0/150
3. Please describe your current professional role, scope of work and principle responsibilities (please do not cut and paste from your CV here). * 0/150

4. What is your impact – both professionally and through any community activity or public life accomplishments - on the advancement of democracy in Ukraine and/or the broader region? *0/150

5. How will you be able to set aside your professional obligations for 10 months to attend this fellowship program? Do you have the support of your supervisor, staff, and/or board to participate in a program of this nature? *0/150

6. Why are you interested in applying to the Ukrainian Emerging Leaders Program now? In answering this question, please highlight how the program will contribute to your professional and/or personal development at this moment in your personal and professional journey.*0/150

7. Please describe the fellowship project that you would like to focus on over the course of the academic year at Stanford. In answering this question, please be as specific as possible and highlight how it will advance democratic outcomes in Ukraine and/or the broader region *0/250
FREQUENTLY ASKED QUESTIONS

1. Q: I am not sure I am eligible for the program.

A: Please review the eligibility and selection criteria available in the packet on page 5.

2. Q: How do I access the application portal?

A. Visit: https://app.wizehive.com/apps/uelp2018

3. Q: What are the dates for the 2018-19 program?

A: Sunday, September 16, 2018 - Sunday, June 23, 2019

4. Q: What if I cannot attend the entire length of the program?

A: It is required that all fellows attend for the entire duration of the program. You must check with your employer to make sure that you can take ten months away from your responsibilities to attend the program. No exceptions will be made.

5. Q: I would like to bring my family with me to Stanford. Will the program accommodate them?

A: Yes. In addition to the stipend that will be awarded to fellows, they will receive support for books, relocation expenses, and the cost of visa fees and travel to and from Ukraine.

6. Q: What are the deadlines for the application process?

A: The pre-screen application is due by January 17, 2018, 5:00pm PST.

7. Q: If I applied last year can I reuse my application?

A: Please fill out the pre-screen questionnaire and indicate whether you would like us to carry over your application components from the previous year. If you are advanced to the second round and you have indicated that you would like us to carry over your application, we will do so.

8. Q: I have unreliable or inconsistent Internet access in my home country and cannot submit an electronic application. Would it be possible to submit a paper application?

A: Yes. If you send us a fax number, we are happy to fax you a hard copy of the form. We are unfortunately unable to receive and send hard copies of the applications by mail. You can contact us at emergingleaders@stanford.edu to make this inquiry.

9. Q: I submitted my application form, but want to make a change. Can I re-access it?

A: It is not possible to draw up either form to edit or revise. It is very important that you make sure your application forms are complete to your liking before submitting them in the system.
10. Q: I was typing into the application form, and it cut me off mid-sentence. What is the problem?

A: Our application system has a word count limit and will track your word count for you on the form. It is important that applicants be concise in answering questions, so please focus on the most important points that you want to convey.

11. Q: My CV is longer than three pages, will the system accept it?

A: Your CV should be no longer than three pages in length and contain the information outlined in the Resume/Curriculum Vitae section on page 8. The program team will not review CVs longer than three pages in length. They must be uploaded as an MS Document (.doc) or Adobe Acrobat (.pdf). All other file types will not be accepted.

12. Q: Can I submit recommendation letters during the pre-screen?

A: No. We will not read recommendation letters during this stage. If you are invited to apply through the full application, please submit recommendation letters at that time.

13. Q: I was not accepted during the pre-screen. Will I find out why?

A: Due to the high volume of applications received, the program will not be able to follow up with each individual applicant concerning their application.

14. Q: I was not selected during the pre-screen. Can I still apply?

No. Only invited applicants will be able to apply with the full application.

15. Q: Can I reapply to the program next year if I was not accepted this year?

A: Yes, you can re-apply provided you meet the core criteria. Many applicants decide to re-apply once they have gained more professional experience and can benefit and contribute more fully to the program. The ideal candidate has over five years of professional experience in a relevant sector of democracy, development, and the rule of law.

16. Q: How will I know when my application is complete and ready to be reviewed by the committee?

A: The system will send you an email message when your application file is complete.

17. Q: When will I find out if my application was successful?

A: We will inform applicants of the status of their application by mid-February 2018. Please do not follow-up with the program team before that time concerning the status of your application.

We wish you the best of luck in the process and thank you for your interest in the program.