

AIMS-Carnegie Small Research Grants in Data Science and its Applications

Instructions for Referees

Purpose

This document provides a guideline for referees who will be providing letters of support for applicants. Information provided about the applicant will be handled confidentially and used solely for the purpose of assessing the applicant's suitability for a small research grant.

You are kindly requested to email as a pdf attachment, a separate letter highlighting both the excellent qualities and the shortcomings of the applicant to opportunities@quantumleapafrica.org. Kindly use the subject line: **AIMS-Carnegie smallgrants application support letter – first and last name of applicant** when sending this email. You should also use the above format to name the document. You will receive a link from us requesting this letter of support on behalf of the applicant. The applicant will also share with you additional information which you may need.

Your letter must be received by AIMS on or before the deadline indicated in the call for applications.

We appreciate your co-operation in providing us with a balanced and objective assessment of the applicant.

Your letter should provide the following information in addition to other aspects which you are highly encouraged to include:

Part A

- ❖ Your title, name and surname.
- ❖ Name(s) and address(es) of your current institution(s).
- ❖ Your current position(s).



- ❖ Your email address and phone number.

Part B

- ❖ The names of the applicant on behalf of whom you are providing this support letter.
- ❖ How long have you known the applicant?
- ❖ In what capacity have you known the applicant?
- ❖ The applicant’s knowledge of the subject matter of his/her proposed project.
- ❖ How the applicant compares with his/her professional peers institutionally, nationally, and internationally.
- ❖ How original is the applicant’s proposed project?
- ❖ What are some potential outputs, outcomes or impacts of the proposed project?
- ❖ Who could benefit from the project’s results?
- ❖ In what areas does the applicant need to further develop professionally?
- ❖ Applicant’s personal competence in conducting the proposed work.

Part C

- ❖ Have you contributed to the design of the applicant’s proposed project?
- ❖ Will you be involved in any way in the execution of the proposed work?

Part D

- ❖ Any other relevant information

+++++