

F.No.14/10/2016-IR  
Government of India  
Ministry of Personnel, PG & Pensions  
Department of Personnel & Training  
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North Block, New Delhi  
Dated the 6<sup>th</sup> October, 2016

**OFFICE MEMORANDUM**

Subject: Inviting applications for RTI Fellowship, 2016.

The undersigned is directed to invite applications for RTI Fellowship, 2016 from researchers in the field of Media/Journalism/Civil Society Organizations associated with RTI/ RTI Trainers to conduct field based research on RTI related themes.

2. The applications may be submitted as per the guidelines for RTI fellowship, 2016 (copy enclosed) at the following address;

**Room No.281, Under Secretary (IR), DOPT, North Block, New Delhi-110001**

3. The last date for receiving fellowship applications is 7<sup>th</sup> November, 2016. Applications received upto 5:30 PM, 7<sup>th</sup> November, 2016 only will be considered.

  
(Gayatri Mishra)  
Director (IR)  
Tele: 23092755

 NIC, DOPT

(With a request to upload this OM on DOPT's website [www.persmin.nic.in](http://www.persmin.nic.in) at **What Is New** and **OMs & ORDERS** under RTI and also at [www.rti.gov.in](http://www.rti.gov.in))

## GUIDELINES FOR RIGHT TO INFORMATION FELLOWSHIP, 2016

### **1. RTI Fellowship:**

- 1.1 The Department of Personnel and Training (DOPT), Ministry of Personnel, Public Grievances and Pensions, Government of India, is the nodal Ministry for the Right to Information Act. It is administering a Plan Scheme titled 'Improving Transparency and Accountability in Government through Effective Implementation of the Right to Information Act'. The primary goal of the Scheme is to contribute towards more accountable and transparent government and it has several components including programmes for awareness generation, training and e-governance initiatives for RTI to achieve the purpose.
- 1.2 Under this scheme for the year 2016-17, DOPT proposes to offer **4 (Four)** short-term fellowships to researchers from the field of media / journalism/Civil Society Organizations associated with RTI/ RTI Trainers to conduct field based research on themes relating to RTI. It is hoped that the research output will enhance our understanding of the status of the implementation of the act, including its successes, constraints in its implementation and how those are being / could be overcome and what more needs to be done to help achieve the objectives of the Act.

### **2. Suggested Areas of Study and Research Output:**

- 2.1 RTI fellowships would be granted for researching any of following three themes relating to RTI with the objective of contributing towards better understanding of the successes of RTI and/or constraints in its implementation and how implementation of the Act could be strengthened?
- (I) Study of compliance of Section-4 by Public Authority (1 Fellowship to be awarded)
  - (II) Study of effectiveness of First Appeal Process (1 Fellowship to be awarded); and
  - (III) Providing policy addressing based on the contents of RTI applications/1<sup>st</sup> appeals (2 Fellowship to be awarded)
- 2.2 The proposal should clearly indicate the output that will be delivered at the end of the fellowship. It could be in the nature of a monograph of say 10,000 words which is ready for publication or features /news stories /investigative stories that could be printed / published as a journalistic piece in national /international media or in the case of professionals from the field of audio-video media, it could even be short video films or stories. The copyright of the research output will vest in Government of India who may publish the research output and /or may use it in any other way for the purpose of strengthening the working of the RTI regime in the country. GOI may, however, upon request, permit the Fellow to use the output for publication etc., if government itself does not publish / make use of the output within one year.

### **3. Who can Apply:**

3.1 The fellowship is open to individuals in the age group 25 to 40 years from the field of journalism (newspaper/ magazine/ radio/ TV), Civil Society Organizations associated with RTI and researchers and trainers in the field of RTI. The applicant should have proven credentials in his / her professional area, has some prior experience of work relating to the Right to Information and should have an aptitude for research.

### **4. Duration:**

4.1 The fellowships would be for duration of three months- 15<sup>th</sup> December, 2016 to 15<sup>th</sup> March, 2017

### **5. Compensation and Funding:**

5.1 Each selected Fellow will receive a total stipend of Rs. 2.00 lakhs (subject to tax deduction at source) including a grant of upto Rs.50,000 for books, research material, travel, printing, production of creatives etc on production of actual bills. No other remuneration including stay/accommodation will be admissible.

5.2 The stipend will be disbursed as follows:-

- (i) Rs.50,000- On acceptance of the 1<sup>st</sup> monthly progress report by an expert group.
- (ii) Rs.50,000- On acceptance of the 2<sup>nd</sup> monthly progress report by an expert group.
- (iii) Rs.50,000- On acceptance of the final output by the Competent Authority in DOPT.
- (iv) Upto Rs.50,000- For books, research material, travel, printing, production of creatives etc on acceptance of the final output by the Competent Authority in DOPT and on production of actual bills.

### **6. How to Apply:**

6.1 Interested fellows may apply for the fellowship programme in the prescribed attached application form along with a photograph.

Application for fellowship should be accompanied by the following documents:

- a) A comprehensive proposal (not more than 6-8 A4 size pages) outlining the subject to be researched, the research plan and monthly & final deliverables.
- b) Curriculum vitae (not more than 3 A4 sheets) along with a photograph.
- c) A brief statement of work done in the field of RTI.
- d) Two references from professionals familiar with the applicants work from his /her professional field.
- e) A no-objection from the present employer, if any.

6.2 **Five sets** of the application with enclosures in the enclosed proforma may be sent by post to Under Secretary (IR), Department of Personnel and Training, Government of India, North Block, New Delhi- 110001

## 7. Selection:

7.1 RTI fellows will be selected on the basis of appraisal of the applications and the research proposal and/or interviews /presentation of the proposal. The proposals will be evaluated on the basis of evaluation criteria detailed below.

7.2 **Evaluation of Applications** will be done by a committee to be constituted by DOPT on the the basis of following criteria:

| <b>Evaluation criteria</b> |  | <b>Marks</b> |
|----------------------------|--|--------------|
| 1                          | Curriculum Vitae                         | 10           |
| 2                          | References                               | 10           |
| 3                          | Professional Experience and achievements | 20           |
| 4                          | Proposal                                 |              |
|                            | a) Relevance and Importance of Theme     | 10           |
|                            | b) Quality of Research Plan              | 40           |
|                            | (i) Problem Definition                   | 10           |
|                            | (ii) Research Methodology                | 15           |
|                            | (iii) Expected Deliverable               | 10           |
|                            | (iv) Emphasis on field / action research | 5            |
|                            | c) Innovativeness of the proposal        | 10           |
| <b>Total</b>               |  | <b>100</b>   |

## 7.3 Final Selection:

Final selection will be made on the evaluation of the proposals. However the Selection Committee may call short-listed candidates for an interview/presentation in Delhi, before finalizing the selection.

## 8 Last Date for Submission of Applications:

8.1 The last date for receiving applications is 7<sup>th</sup> November, 2016. **Applications received upto 5:30 PM, 7<sup>th</sup> November, 2016 only will be considered.**

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**APPLICATION PROFORMA FOR RIGHT TO INFORMATION FELLOWSHIP**

|   |
|---|
| Affix self-<br>attested recent<br>passport size<br>photograph |
|---|

|   |                                   |                    |
|---|-----------------------------------|--------------------|
| <b>Please tick the relevant professional field</b>                |                                   |                    |
| <b>Journalist</b>   | <b>Civil society organization</b> | <b>RTI Trainer</b> |
| <b>Government/PSU Employee<br/>(Apply through proper channel)</b> | <b>Yes</b>                        | <b>No</b>          |

|   |                          |
|---|--------------------------|
| <b>A. Personal Details</b>                  |                          |
| 1. Name                                     |                          |
| 2. Date of Birth                            |                          |
| <b>B. Correspondence Address</b>            |                          |
| 1. Complete Postal Address                  |                          |
| 2. Telephone / Mobile No.                   |                          |
| 3. E-mail Address                           |                          |
| 4. Fax No.                                  |                          |
| <b>C. Highest Educational Qualification</b> |                          |
| <b>D. Current Employment</b>                |                          |
| <b>E. Documents required</b>                | As per Annexure enclosed |

**Declaration:**

I affirm that the information given in this application is true and correct to the best of my knowledge and belief. I further undertake that if at any stage it is discovered that an attempt has been made by me, willfully to conceal or misrepresent the facts, my fellowship shall be summarily rejected without any notice.

Date: \_\_\_\_\_

Signature \_\_\_\_\_

Place: \_\_\_\_\_

Name of Candidate: \_\_\_\_\_

| <b>The following documents are to be enclosed.</b> |  | <b>Tick</b> |
|--|--|-------------|
| 1.   | A comprehensive proposal (not more than 6-8 A4 size pages) outlining the subject to be researched, the research plan, the monthly and final deliverables |             |
| 2.   | Curriculum vitae (no more than <u>3 A4 sheets</u> ) along with a photograph  |             |
| 3.   | A brief statement of work done in the field of RTI (1 A4 size page)  |             |
| 4.   | Two references from professionals familiar with the applicant's work from his / her professional field.  |             |
| 5.   | A no-objection from the present employer   |             |