



Welcome to the Luksic Scholars Fund 2024!

This document aims to provide the relevant guidelines and information to support Luksic Scholars as they apply to the Fund. Below is an outline of the Fund's objectives, requirements and application process.

## 1. Introduction

The Luksic Scholars Fund (hereby referred to as "the Fund") is an internal initiative of the [Luksic Foundation](#) (hereby referred to as "the Foundation") to accompany and support the members of its Scholar Community after they have partaken in a program offered by the Foundation.

The Foundation promotes international academic opportunities with the objective of fostering change agentes/ leaders, a critical mass of skills and competencies in key areas, and knowledge with a localized perspective. The aim of the Fund, therefore, is to provide Luksic Scholars with an opportunity to continue developing themselves in these areas.

## 2. Fund Objective and Structure

Following the successful editions of the Fund in 2021, 2022, and 2023, and based on the feedback received during the process, the Luksic Foundation invites Luksic Scholars to apply for the 2024 edition of the Fund (hereinafter referred to as the "Fund 2024").

This year, the objective of the Fund is to enable Scholars to carry out a specific initiative with measurable results in one or more of the following **Development Points**:

- Develop their leadership skills as a change agent in their field.
- Develop specific competencies in key areas relevant to their career or organization.
- Develop knowledge and research that contribute to their professional/academic field.

Candidates may apply for a single line of funding, indicating which of the Development Points are supported by their initiative. Scholars may apply to **receive up to US \$5,000 in funding**. The Luksic Foundation expects to fund a minimum of 12 initiatives.

### 3. Who Can Participate?

The Fund 2024 is exclusively available to Luksic Scholars (defined as participants of academic programs supported or coordinated by the [Luksic Foundation](#)) who have completed each of the programs in which they have participated and who are registered members of the [Luksic Scholars Portal](#). Luksic Scholars who received funding through the Fund 2021, Fund 2022, or Fund 2023 may apply in 2024, although priority will be given to those who were not selected in previous editions. If a Scholar has already benefited from the Fund twice, they are not eligible to apply on this occasion.

Neither the nationality nor the country of residence of the applicant will affect their eligibility. However, a Scholar will not be suitable for funding if they hold public office or if the initiative for which they are applying is directly and explicitly linked to the functions of a government department.

### 4. What Type of Initiatives Are Eligible for Funding?

The Fund 2024 is a funding opportunity for initiatives with tangible products or outcomes, where applicants must identify a need within one of the Development Points mentioned in Section 2 and demonstrate that the initiative they are applying for will have measurable results in terms of satisfying that need. Given the diverse nature of the Luksic Scholars community, the Fund is not intended to limit the ideation of these initiatives and can be used in conjunction with additional funds obtained from other institutions. Examples of initiatives include, but are not limited to: organizing a seminar, participating in a training course, presenting at an international conference, or conducting an innovative research project, etc.

**All initiatives must be completed before Friday, October 25, 2025.** In cases where the Fund is used to complement other financial support for an initiative, the aspect of the initiative funded by the Fund must be completed within the aforementioned timeframe (i.e., the overall initiative may last longer, but the funding received through the Fund must be spent and the activities completed before October 25, 2025).

### 5. Requirements, Considerations, and Commitments

#### 5.1. Requirements

Scholars who wish to apply to The Fund must comply with the following requirements:

- Scholars must have completed the program through which they became a member of the Luksic Scholars Community (a full list of the programs can be found in Annex A).
- Scholars must have filled out at least 12 of the 14 items of their [profile](#) on the Luksic Scholars Portal, including updated employment information.

#### 5.2. Considerations

Beyond the specific requirements, when applying to the Fund 2024, the Scholar must also consider the following points:

- If the Scholar is part of a team participating in the initiative, they must specify the roles and affiliations of each team member during the application process.
- If two or more Scholars are working together on the same initiative, they can only submit one application to the Fund 2024.
- All initiatives submitted to the Fund must comply with the ethical regulations established by the institutions in which they are being developed, if applicable. Evidence of such compliance must be included in the Fund application, and the Foundation team will conduct its own independent research regarding such regulations to confirm compliance.

### **5.3. Commitments**

In addition to the points detailed above, any Scholar applying must also agree to the following commitments, in a signed agreement with the Foundation:

**Expense Report:** The Scholar must upload their expenses to the Fund platform within 30 days after the completion of the initiative. This report must detail exactly how the funds were used, in relation to what was proposed in the application.

**Final Report:** The Scholar must submit a "Final Report" within 30 days following the completion of the initiative, describing the initial and projected results of the initiative in relation to the information described in the application. This report should also include details of how the Fund was used for the development of the initiative, and information on the use of any other funding sources (if applicable). This report must be a minimum of 500 words.

**Communicational Activities:** The Scholar must agree to participate in at least two internal communication activities and one publication on the Foundation's social media profiles ([LinkedIn](#), [Instagram](#), [Twitter](#)) in order to present the initiatives funded by the Fund to the rest of the Foundation's Academic Community and external audiences. The Scholar must authorize the use of their name and image by the Foundation and commit to using the Foundation's name, logo, or any other identifying elements only with the express approval of the Foundation (brand guidelines will be provided).

**Acknowledgement:** If the initiative leads to the creation of a published asset, the Scholar must include the following acknowledgment, where appropriate: "This <Insert Type of Initiative> was partially funded by The Luksic Scholars Fund of the Luksic Foundation."

**Community Board Publication:** The Scholar must publish a summary of their initiative on the [Community Board](#) of the Foundation's Portal once it has been completed.

**Non-compliance:** The Scholar must sign a statement indicating that they will reimburse the funds to the Foundation in case of failing to complete the proposed initiative.

Templates and other resources for all these commitments will be made available to Scholars whose applications are accepted.

Failure to comply with the commitments listed above will result in penalties for the recipients of the Fund should they reapply to any future edition of the Fund or other opportunities designed by the Foundation for the Scholars network.

## 6. Application Process

Scholars must submit their application to the Fund through an online application portal. Applications must follow the steps detailed below:

- The Scholar must complete/update the information on their profile on the [Luksic Scholars Portal](#).
- The Scholar must log in to the [Fund's application platform](#) and complete the online application.
- In their application on the platform, the Scholar must provide the following documents/information in the “Attachments” section:
  - A detailed timeline of the initiative.
  - Institutional Support Letter (if applicable).
  - The Scholar’s Curriculum Vitae.
  - A document confirming that the initiative is being developed in compliance with the ethical regulations established by the institutions where it is being conducted (if applicable).

Once the application form along with the correct documentation is received, the Scholar's application will be evaluated as described in Section 7.

The application questions are available in Annex B.

The Foundation will hold Q&A sessions during the application period to address any doubts or questions related to the process. Summaries of the questions asked will also be published on the Luksic Scholars Portal.

Applications may be submitted in English or Spanish, according to the Scholar's preference. All applications will follow the same evaluation process, regardless of the language in which they are submitted.

## 7. Evaluation Process

Once the application has been received, the Foundation team will run a SAFE evaluation, ensuring the application was correctly submitted according to the following criteria: **Suitable, Acceptable, Feasible**.

Criteria	Evaluator’s Response
<b>Suitable:</b> Does the Scholar meet the eligibility criteria established in the Fund Guidelines?	Yes or No

<b>Suitable:</b> Have they requested funding within the pre-established US\$5,000 limit?	Yes or No
<b>Acceptable:</b> Have they identified a need that they are solving by undertaking this initiative?	Yes or No
<b>Acceptable:</b> Has the applicant uploaded all the required documentation correctly?	Yes or No
<b>Feasible:</b> Does the initiative/ aspect of the initiative for which they are applying end within the pre-established timeframe?	Yes or No
<b>Feasible:</b> Does the initiative plan correspond with the objectives outlined by the Scholar?	Yes or No

***Applications that successfully pass the SAFE evaluation*** will go on to an Evaluation Panel, composed of four members from academic and professional fields external to the Foundation. Each initiative will be evaluated by two members of the panel and granted a score out of 5 by each. An average of the two scores will become the final score of the application. All applications will be ranked according to their score and funding will be awarded from the highest scoring application down the list. An application must score above a 3.5 in order to receive funding.

The panel will review each application with the following criteria:

Criteria	Score	Weighting %
<b>Clarity and Coherence of Ideas:</b> <ul style="list-style-type: none"> <li>• Having read all the information in the application, has the applicant presented their ideas in a clear and coherent way?</li> <li>• Has the evaluator been able to clearly understand the objectives and expected results of the initiative?</li> <li>• Does the methodology described in the application clearly relate to the objectives and results?</li> </ul>	1 to 5	10
<b>Necessity of the Initiative:</b> <ul style="list-style-type: none"> <li>• Has the applicant identified the need that they are hoping to solve by undertaking this initiative?</li> <li>• Has the applicant identified why this initiative will help to solve this need?</li> </ul>	1 to 5	20
<b>Scholar Development Points:</b> <ul style="list-style-type: none"> <li>• Has the applicant clearly explained to which of the three Development Points (<i>Section 2</i>) the initiative contributes?</li> <li>• Has the applicant demonstrated how the outcomes of the initiative will effectively contribute to the declared Development Points?</li> </ul>	1 to 5	50

<b>Feasibility of delivery:</b> <ul style="list-style-type: none"> <li>Does the evaluator believe that the initiative is indeed possible, based on the duration, resources, and other details included in the initiative plan, the budget and the wider application?</li> <li>Does the evaluator believe that the amount of funding requested is appropriate to effectively carry out the activities proposed in the initiative plan?</li> </ul>	1 to 5	20
<b>Total Possible Score</b>	<b>20</b>	<b>100%</b>

*The Evaluation Panel reserves the right to propose adjusted amounts of funding to applicants so as to distribute the Fund 2024 in the best way possible.*

*If a Scholar received funding from a previous edition of the Fund, their application will receive a 0.5 point reduction.*

## 8. Funding Delivery

Once the Evaluation Panel has completed the process described in Section 7, the Foundation will inform you of the status of your application. After the awards are granted, meetings will be held with each successful applicant to discuss the following points:

- Confirm the timeline of the initiative and the disbursement of funding.
- Plan appropriate communication activities.
- Set the dates on which the Scholar must upload their expenses and submit the Final Report.
- Exchange information and relevant details to facilitate the transfer of funds.

After this meeting, the Scholar must:

- Sign a donation agreement no later than Friday, August 30, 2024, which includes statements related to the commitments described in Section 5.2.
- Sign a declaration authorizing the Foundation to use their name and image in communication activities and to reproduce any published elements of the initiative. If necessary, the same will be requested from the co-participants of the initiative.

The funding will be transferred directly to the Scholar in two installments: 80% within 15 days following the signing of the agreement, and the remaining 20% on the date agreed upon according to the project schedule and after having submitted an accounting of the first disbursement of funding.

## 9. Relevant Dates and Timeframes

The Fund will be open for applications from **Wednesday, July 10, 2024, until the deadline on Friday, August 2, 2024, at 23:59 CLT**. Scholars will be informed of the outcome of their application via email on Monday, August 19, 2024.

**Complete timeline:**

- **Opening of the Funding Call:** Wednesday, July 10, 2024.
- **Application Deadline:** Friday, August 2, 2024, at 23:59 CLT.
- **Evaluation of Applications:** from Monday, August 5, 2024, to Friday, August 16, 2024.
- **Communication of Application Results:** Monday, August 19, 2024.
- **Deadline for Completion of the Initiative:** Friday, October 25, 2025.

## **10. Contact Information**

If you have any questions or require clarification regarding the Fund or any other matter mentioned in this document, please contact:

Luksic Scholars Community Coordinator  
[cechevarria@fundacionluksic.cl](mailto:cechevarria@fundacionluksic.cl)

This is the official channel for obtaining more information. If a Scholar attempts to contact any employee of the Foundation directly, their questions will be redirected to [cechevarria@fundacionluksic.cl](mailto:cechevarria@fundacionluksic.cl) for a response.

## **11. Luksic Foundation Compliance Program**

Luksic Scholars applying to the Fund must at all times comply with applicable laws and regulations, and are prohibited from engaging in criminal behavior, especially but not limited to, bribery, money laundering, financing of terrorist activities, receipt of stolen goods, incompatible negotiation, corruption among private individuals, misappropriation, disloyal administration, and other crimes included in the Luksic Foundation's Crime Prevention Model, approved by its Board in accordance with Law No. 20,393 of 2009, which establishes the Criminal Liability of Legal Persons.

Luksic Scholars applying to the Fund must immediately report any suspicious conduct they become aware of to the Luksic Foundation through the complaint channel available on the website [www.fundacionluksic.cl](http://www.fundacionluksic.cl).

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## **Annex A - Luksic Scholars Foundation Programs**

<b><u>Programs</u></b>
Babson Case Writing Teaching Workshop
Babson Luksic Fellows
Babson Symposium for Entrepreneurship Educators - Antofagasta
Babson Symposium for Entrepreneurship Educators - Chile
Blavatnik School of Government Master of Public Policy - Luksic Scholarship
Blavatnik School of Government - Case Method for Public Policy Workshop
Chilean Immersion Program for China (Fudan University, Peking University)
Columbia SIPA Executive Education - Croatia Eurozone Workshop
Columbia SIPA Masters Degrees - Luksic Fellowships for Chile
Conducting Business in Chile - CMIX (Tsinghua University)
Conducting Business in China - CMIX (Pontificia Universidad Católica)
Faculty Exchange Luksic Grants (Pontificia Universidad Católica, Notre Dame, Boston College)
Georgetown University Master in Security Studies
Harvard Business School - Luksic Fellowship
Harvard DRCLAS Luksic Visiting Scholars & Fellows
Harvard Graduate School of Education Masters Degrees - Luksic Fellowship
Harvard Kennedy School Executive Education - Croatia
Harvard Kennedy School Executive Education - Cybersecurity
Harvard Kennedy School Executive Education - National / International Security
Harvard Kennedy School Executive Education - Negotiating Across Differences: Concepts, Strategies and Tools
Harvard Kennedy School Masters Degrees - Luksic Fellowships for Chile and Croatia
London School of Economics Masters Degrees - Luksic Scholarship
Luksic Scholarship for Chile-China Undergraduate Exchange (Universidad de Chile, Fudan University, Peking University)
MIT Doctorate in Political Science - Luksic Fellowship
Schwarzman Scholars - Luksic Fellowship
Sciences Po Faculty Seminar
Sciences Po Masters Degrees - Luksic / Quiñenco Scholarship
Sciences Po Undergraduate Degrees - Luksic / Quiñenco Scholarship



Stanford CLAS Luksic Visiting Scholars and Fellows
Stanford Graduate School of Business - Luksic Fellowship
Stanford Law School - Luksic Fellowship
Stanford University Undergraduate Degrees - Luksic Scholarship

## **Annex B - Application Questions**

### **Personal Information:**

- **Luksic Scholars Foundation Program** – please select the most recent Luksic Scholars Program in which you have participated (drop down list is provided).
- **Program Year** – please indicate the year in which you took part in your most recent Luksic Scholars Foundation program.
- **Nationality** – please select your nationality from the list below (drop down list is provided).
- **Gender** – Which of the following most accurately describe(s) you? (multiple options available)
- **Level of Education Reached** – please indicate the level of education that you have reached (drop down list is provided).
- **Job Title** – please provide your current job title.
- **Job level** – please indicate your current job level (drop down list is provided).
- **Current Employer** – please give the name of the company/organization/institution where you are currently employed or, if it applies, please write “Self Employed”.
- **Sector** – please select the sector in which you currently work from the following list (drop down list is provided).
- **Telephone Number** – please provide a phone number, with the appropriate country code.
- **LinkedIn** – please provide your LinkedIn URL. If you don’t have LinkedIn, or if you don’t wish to share it, please select “Not applicable”.
- **Instagram** – please provide your Instagram handle. If you don’t have Instagram, or if you don’t wish to share it, please select “Not applicable”.
- **Twitter** - please provide your Twitter handle. If you don’t have Twitter, or if you don’t wish to share it, please select “Not applicable”.

### **Initiative Information:**

- **Initiative Name** – please provide the name or title of the initiative for which you are applying to the Fund.
- **Institution** – please provide the name of the Institution that is supporting the initiative (if there is no such institution, please select “Not applicable”).
- **Summary** – please provide a brief summary of the initiative.
- **Initiative Objectives** – please describe the principle objectives of the initiative.
- **Development Points** - please select one or more of the three Development Points that correspond to the initiative. This initiative will help you to:
  - Develop your leadership as an agent of change in my professional/academic field;

- Develop specific skills in a key area for you career or organization; and/or
- Develop knowledge and research that contributes to your professional/academic field.
- **Need** - please explain the need within your field to which this initiative can respond.
- **Results** – please provide details of the results that you hope to achieve through the initiative, making reference to the “Development Points” selected and commenting why these results will respond to the need you identified.
- **Co-Participants** – are there other participants in the organizing group of the initiative?
  - Yes
  - No
- **Co-Participants** – if you answered “Yes” to the previous question, a space will appear to provide the names, roles, and affiliated institutions of each of the participants of the organizing group.
- **Initiative Start Date** – please indicate the start date of the initiative, or the start date of the phase of the initiative for which you are applying to the Fund 2024. This date could have passed before the date of your application.
- **Initiative End Date** – please indicate the end date of the initiative, or the end date of the phase of the initiative for which you are applying to the Fund 2024.

#### **Funding Request:**

- **Funding Request** – please share the total amount of funding you are requesting from The Fund 2024. Please provide the figure in US dollars.
- **Initiative Cost** – please share the total cost of the initiative in US dollars.(this could be more than the amount of funding you are applying for from the Fund 2024).
- **Budget Breakdown** – please provide, item by item in this table, a breakdown of how you will use the funds awarded. Please include the date (DD/MM/AAAA) by which you plan to have paid for each item.
- **Additional Funding** – have you, or will you, receive additional funding from other sources to finance this initiative?
  - Yes
  - No
- **Additional Funding** – if you answered “Yes” to the previous question, a space will appear to provide the name of the fund, the name of the institution, the amount adjudicated, and the currency for any financial support beyond The Fund 2024.

#### **Annexes:**

- **Timeline** – Please upload a single document detailing the execution and delivery schedule of the initiative.

- **CV – Scholar** – Please upload a single file of your CV in PDF format.
- **Institutional Support Letter** – Please attach a single file containing a signed letter from your supervisor, printed on the official letterhead of the institution where you work, confirming their support for the initiative. If the initiative does not pertain to a particular institution, please select “Not applicable.”
- **Ethical Regulations** – If the initiative requires adherence to the ethical regulations established by the institution where it is being developed, please upload a PDF document detailing such adherence. If such adherence is not necessary at the institution, please select “Not applicable.”