



Guide to Applicants

City of Turku's Grants for Master's Thesis in Urban Research

Who can apply?

City of Turku provides Grants for Master's Thesis in Urban Research. Funding is provided for students registered to and actively studying for a degree at University of Turku or Åbo Akademi University. The grants are financed by the City of Turku, as a part of Turku Urban Research Programme.

Application period and decisions

Application period starts on Monday week 42 and ends on Friday week 46 at 15.00 hours. The application (in English) including attachments shall be sent electronically to the City of Turku registration office, turun.kaupunki@turku.fi. Please write "Turku Master's Thesis Grant" to the title.

Those sending applications in Finnish and Swedish are kindly asked to use electronic application service. The link can be found from Turku Urban Research Programme's web page (during the application period).

The results will be announced in December. The decision is made by the Mayor of Turku, based on a proposal by an expert or a panel who has reviewed the applications. The decision is a public document.

List of grants receivers will be published on the City of Turku's webpage. Those awarded with grants will receive a personal letter.

Application's attachments

- Research proposal (summary)
- Study register sheet

The applicant's likelihood to successfully complete the project is assessed based on these attachments. The attachments should be sent with the application before the deadline.

Files are preferred to be sent in PDF-form.

Application and attachments will not be returned, neither can they be collected back. Attachments are stored for one year after the closing date for applications.

Research proposal

In assessing the proposals attention is paid to ambition and feasibility in a given time as well as applicability and originality of the contribution.

The research proposal should be no more than two pages long. The type size should be at least 11 pt.

The structure of research proposal should comprise the following parts:

- Introduction: The background of the research and its subject matter, and the significance of the proposed research in light of this background.
- Aims, objectives: What is to be studied and why. The objectives must be indicated as clearly as possible, for example through research questions.
- Research materials and methods: The research data or literature and the method chosen for analysing or handling these materials.
- Applicability: proposal how the results would be useful for the City of Turku.
- Work outline: A short estimate of the expected duration of each phase of the project.
- References, sources: There is no need for citations in the research proposal itself, but it is a good idea to include a concise list of the most important materials to be used in the research. List of references can be the third page of the research proposal.

Study register sheet

Applicants must include a copy of recent study register sheet listing the completed courses and their evaluation.

References

The City of Turku may request a reference from the thesis' supervisor in evaluating the applications. The name and e-mail address of the supervisor is enquired in the application form.

Applied with on-going thesis, but grant will be paid against a ready one

The grant should be applied when the thesis writing has been already started, but the grant will be paid only against a ready-made Master's Thesis next year. It is required to be finished by December 1st the latest, but preferably earlier.

The thesis is considered ready, when its content has been approved as Master's Thesis in the department, although the official approval process in the Faculty might still be on-going. A written and signed confirmation is needed.

If the thesis is not ready by December 1st next year after grant was awarded, the right to receive the grant is expired.

Grant - not a salary

The grant is tax-free income.

The grant receiver is asked not to send his/her tax card to the City of Turku.

Stand-by-list

The City of Turku may, but not necessarily will, name applicants also to a stand-by-list. These applicants may get a grant if some from the main list are not able to finish the thesis by December 1st. Naturally, they too must fulfill all the conditions.