

FREQUENTLY ASKED QUESTIONS (FAQs)

About the Fellowship

1. What is the objective of the Fellowship?

There is growing demand among young, talented professionals across several disciplines to work and catalyze change from within the government. However, few opportunities exist currently that allow these young professionals with a passion for public service to contribute in a meaningful way. The Delhi Chief Minister's Urban Leaders Fellowship programme aims to provide unique opportunity to young leaders across India to work within the Delhi government to address some of the most pressing urban challenges and contribute to the transformative changes happening in governance of Delhi.

2. Who are the major stakeholders involved in managing the Fellowship programme?

The Fellowship programme is being managed by the Administrative Reforms department, Government of NCT of Delhi in close collaboration with the offices of Hon'ble Chief Minister, Hon'ble Deputy Chief Minister, participating line departments of Delhi government, and external partners. Delhi Technological University (DTU) is nodal partner for the selection process of Fellows.

3. What qualities are expected from the fellows?

Fellows will be expected to bring to the table problem solving skills and a keen interest in public service. Over the course of the fellowship, Fellows will be required to support the vision of the concerned government departments. Fellows will be expected to showcase leadership potential at different stages of the fellowship, as they will have to perform under challenging circumstances. Fellows will also be required to showcase entrepreneurial qualities when it comes to catalysing solutions for developmental bottlenecks identified by the government.

4. What is the tenure of the Fellowship?

A maximum tenure of two years, initially one year and extendable for the next year based on the performance of the individual, will be allowed for Fellows to contribute meaningfully to key governance reforms.

5. What is the total number of seats available in the Fellowship?

20 Fellows and 10 Associate Fellows will be recruited in the current cycle.

Programme Related

6. As a Fellow, who will I report to?

Fellows will work directly under the supervision of senior officials (Secretary/Director level or Advisors to GNCTD), who will also provide regular guidance and mentorship on the Fellowship Assignment. In addition, high-level reviews of each Fellowship Assignment will be taken by the Hon'ble Chief Minister/Deputy Chief Minister every three months.

7. What kinds of projects will the Fellows work on?

Typical project assignments will require Fellows to contribute through a variety of roles over 1-2 years such as due-diligence and background preparation to launch an ambitious reform, project management to fast-track implementation of priority projects, providing ground-up feedback to ministers/secretaries on progress of key programmes, strengthen concurrent monitoring & evaluation in key programmes etc. While each Fellow will receive a specific assignment at the start of the Fellowship programme, it is expected that they will also contribute to other ongoing activities and initiatives of the department, as needed.

8. What deliverables are Fellows responsible for?

Based on the activities assigned by their supervisors, the Fellows will be required to produce several outputs (project notes, reports, presentations etc.) through the Fellowship programme. The Fellows will also be required to make regular presentations to concerned stakeholders and update them on the projects.

9. What will be the remuneration provided to Fellows/Associate Fellows?

Remuneration of ₹1,25,000 per month will be provided to Fellows and ₹75,000 per month will be provided to Associate Fellows.

10. What qualities are you looking for in Fellows/Associate Fellows?

Fellows/Associate Fellows are required to demonstrate leadership skills throughout the fellowship. Fellows should also possess structured thinking, writing skills and the ability to communicate with diverse stakeholders. For more details on the minimum eligibility criteria and desired criteria for the Fellows and Associate Fellows, please refer to the section [Selection Criteria](#).

11. Is there a provision of training of fellows?

Selected fellows will undergo a structured induction programme over the first three weeks, consisting of two phases;

- i. Training (1 week): Fellows will be trained on government processes and functioning, effective communication, leadership and conflict resolution, project ownership, working with communities, monitoring and evaluation etc. through lectures and interactive sessions with senior officials/ministers of the Delhi government, and subject matter experts from academia and civil society.
- ii. Field immersion (2 weeks): Fellows will spend focused time on the field experiencing the day-to-day functioning of the departments they have been assigned to and forming their own impressions of the field-level challenges, and possible solutions. They will prepare a policy note summarizing their analysis of the challenges, and recommendations.

Furthermore, ongoing follow-up training sessions will be scheduled during the course of the fellowship as well.

12. Is there a provision for mentorship of fellows?

All Fellows will work directly under the supervision of senior officials (Secretary/Director level) or Advisors to GNCTD, who will also provide regular guidance and mentorship on the Fellowship Assignment. In addition, high-level reviews of each Fellowship Assignment will be taken by the Hon'ble Chief Minister/Deputy Chief Minister every three months.

13. Are there any circumstances under which Delhi government can terminate the Fellowship before 2 years?

The Fellows will be on probation for the first three months, and only after successful completion of activities in the probation period, the Fellows will be allowed to continue for the full length of the Fellowship programme, else the fellowship will be terminated and the Fellow will receive an Internship certificate from GNCTD.

An annual performance appraisal will be conducted at the end of the first year of the Fellowship programme, and only if the performance is satisfactory, the Fellows will be asked to continue into the second year of the Programme.

14. What future career paths are open to fellows?

Chief Minister's Urban Leaders Fellowship programme aims to provide skills related to organizational management, communication, problem-solving in an unstructured environment, people management and resourcefulness, which are valuable across all sectors. After completing the fellowship, candidates will have access to a plethora of opportunities in the policy and development sector. The fellowship will prepare professionals to contribute to public service. Furthermore, the experience will also prepare candidates for pursuing professional and academic opportunities in their domains.

Application Related

15. If I can't apply to the fellowship now, can I apply at a later date?

Failure to apply within the stipulated timeline will lead to non-acceptance of your application.

16. Can I apply for both Fellow and Associate Fellow position?

No, each candidate can apply for only one position - either Fellow or Associate Fellow. Making multiple applications will lead to automatic cancellation of all your applications.

17. How many stages will the selection process comprise of?

There will be a two-stage selection process to comprehensively assess the qualities of incoming candidates:

1. **Online Application:** The first round of shortlisting will be done based on academic and professional qualifications of the applicants, and their responses to personal statement question in the online application. Candidates will be evaluated on criteria such as academic performance, credibility of institution, total years and relevance of work experience, and motivation for the Fellowship programme. **Only short-listed candidates will be contacted for the interview round.**

2. **Interview:** The final round will consist of a face-to-face interview with a panel comprising officials from the Government of NCT of Delhi, and experts from academia and civil society. Candidates will be interviewed either in-person in Delhi (preferred) or through video conferencing.

18. How can I save the application form?

The online application is designed to let you work at your own pace on different sections of the application before you submit the final version. Please remember to click on the 'Save and Proceed' section every time you move on to a new section. In case you wish to save the section without having finished it, click on 'Save'. Your application will be reviewed only once you click on the 'Submit Application' button post completing the last section.

19. What are the application deadlines / timelines?

The deadline for completion and submission of the application is 4th November 2018, 11:59 pm IST. Late applications will not be accepted or reviewed. To avoid server traffic and potential delays, we encourage candidates to submit their applications as early as possible.

20. Can I add new information after submitting my application?

Once the application has been submitted, no further changes or updates to the application will be accepted. If invited to interview, the candidate may inform the Committee of updates at that time.

21. Do I require original documents during the time of application?

We do not require original documents at the time of the application. Please do not mail hard copies of your transcripts, certificates or marksheets. However, if called for the interview, we will require you to carry your original/attested documents with you.

22. Can foreign nationals apply for the fellowship?

Only Indian national and Overseas Citizens of India (OCI) are allowed to apply for the fellowship.