**Guidelines for Organizing a Batsheva Interdisciplinary Research Workshop**

* Instructions updated as of: June 2019
* Instructions are phrased in the masculine but apply to both men and women.

1. **Goal:** Interdisciplinary research is a central component of contemporary science. Recognizing the importance of this aspect of scientific endeavor, The Batsheva de Rothschild Fund for the Advancement of Science in Israel seeks to promote innovative fields of research of an interdisciplinary nature in Israel, by supporting research workshops that bring together researchers from Israeli universities and lead to the development of new “scientific infrastructures”. For this purpose the Fund established the “Batsheva Workshop for Interdisciplinary Research” in 2004.

2. **Characteristics of the interdisciplinary workshop:**
   a. The workshop is directed primarily to the natural sciences but may include the fields of social sciences and humanities that have a significant link to the natural sciences.
   b. The subject must be innovative and interdisciplinary in nature.
   c. The workshop will be organized by an organizing committee including faculty from at least three Israeli research institutes.
   d. The duration of the workshop is two days.
   e. Participants in the workshop will be about 20 researchers from various fields of science and about 20 advanced degree students from a number of Israeli research institutions.
   f. A limited number of leading researchers may be invited from abroad (up to 8) to lecture on the subject. This number includes contributed talks and invited talks.
   g. The workshop will be made up of lectures as well as informal meetings by the participants, and will be held in a format that enables continuous contact among the workshop’s participants.
   h. The workshop must take place under conditions that enable learning a subject through uninterrupted contact among the students, young researchers, and Israeli scientists and

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**Panel of Advisors:**
Prof. Yossi Loya, Chair  ❘  Prof. David Harel, Academy Vice President  ❘  Prof. Itamar Willner  ❘  Prof. Yoram Groner  ❘  Prof. Hanoch Gutfreund  ❘  Prof. Elisha Haas  ❘  Prof. Joshua Jortner  ❘  Prof. Avraham Nitzan  ❘  Prof. Giora Simchen  ❘  Prof. Noga Kronfeld-Schor  ❘  Prof. Yonina Eldar  ❘  Founding Member: The late Prof. Alex Keynan.
the scientists invited from abroad. To create these conditions the workshop must be held in an isolated location, outside a city and far from the participating institutions.

i. Additional financing may be requested to bring from abroad up to two researchers as “Batsheva Fellows”.

j. A request for an additional workshop on the same subject may be submitted after several years had elapsed.

3. **Eligibility** – every faculty member from an Israeli university is eligible to submit a workshop request.

4. **Guidelines for submitting a workshop request** – Please submit by e-mail (in Hebrew or English) a single MS Word document including:
   
a. A cover page including the workshop’s subject, date, and location of the workshop.

b. A list of the organizing committee members’ names and field of scientific expertise, also including: the name of institution, full address, telephone numbers, and e-mail address.

c. Comprehensive and exhaustive description of the workshop’s proposed subject.

d. Reasoning for the proposed subject and the degree to which it would bring about the creation of new scientific infrastructures and new interdisciplinary collaborations.

e. Detailed schedule, including hours, lecturer names, and topics of lectures and “round table” discussions.

f. List of potential lecturers for the workshop, from Israel and abroad (up to 20 lecturers from Israel and up to 8 lecturers from abroad).

g. Budget proposal for the workshop: the workshops must be run on a modest budget. The budget proposal should include a detailed assessment of each item and its justification (budget justification). In case there are additional sources of finance these must be detailed, including the amount of financing. Accounting and transfers of funds will be carried out through Israeli academic institutions and with their approval.
h. Total support for the seminar: up to $10,000 USD. Accounting and transfers of funds will be carried out through Israeli academic institutions and with their approval. No overhead may be charged for this amount.

5. Submission - the request will be submitted by the organizing committee to: Secretary of the Sciences Division of the Israel Academy of Sciences and Humanities, at the e-mail address: IASHteva@academy.ac.il.

6. Submission dates – the request must be submitted by 16 August 2019. Please submit requests only for workshops due to take place in the year 2020.

7. Evaluation – the requests will be evaluated by the Batsheva de Rothschild Fund’s board of consultants.

8. Reporting - at the end of the workshop (and in any case no longer than 3 months after the workshop is over) a scientific report and a financial report must be submitted in one digital copy. The financial report must include the full details of the entire workshop’s budget (incomes and expenses), signed by an accountant from the institute through which the budget was managed, attached to a request for payment (original invoice by the institution – please send the original invoice by e-mail as well as a hard copy sent by mail). The scientific report at a scope of up to 10 pages must be comprehensive and exhaustive. Attention must be given to the proper phrasing of the scientific report, as it will be published on the academy’s website. The report should reference the following points:

   a. General description of the subject and the workshop.
   b. Were the workshop’s goals achieved?
   c. Does the proposed structure suit the goal?
   d. Is there room for another workshop on the subject?
   e. Description of the interactions between the participants and whether any future collaborations were proposed.
   f. Suggestions for improvement and changes.

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