Shaping Futures Academy 2027

Conditions for Participation

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African-European Network on Development and Sustainability

The implementation of the Shaping Futures Academy 2027 is subject to the successful conclusion of a grant agreement between IDOS and the German Federal Ministry for Economic Cooperation and Development (BMZ) for the project period 2027–2029.

Candidates for the Shaping Futures Academy 2027 should meet the following criteria:

- be a national or permanent resident of one of the selected countries
- be 28–40 years of age at the time of application*
- work on issues related to at least one of the Academy's fields: food, energy, minerals, water and land
- preferably have been involved in or have investigated a specific transformation that aims to improve sustainability
- have a university degree (minimum Bachelor's degree)
- have at least five years of relevant and verifiable professional or academic work experience after the first university degree
- have the support of their employer (as part of the application, written support and attendance in an online pre-engagement briefing on 1 February 2027 will be required). Self-employed applicants or business owners require a reference letter from an external actor who knows their work.
- have a very good command of the English language (minimum: equivalent to B2 level of the Common European Framework of Reference for Languages) and provide proof of it: the EF SET certificate (4 skills, free of charge), or evidence of schooling in an English-speaking school system or of university studies in English
- be respectful of other cultures as well as open to teamwork, reflection and a wide variety of working methods
- be available and committed to attend and participate fully in all elements of the Academy, including the online meetings of the digital onboarding and the entire in-person phase from 31 May to 1 July 2027
- adhere to the principles of timeliness and respectful conduct during interactions
- have a valid passport (at the time of travel and for the entire duration of the Academy)

*Older applicants, up to a certain age, who have taken parental leave, may be considered.

Participant selection is in line with the German Institute of Development and Sustainability (IDOS) recruitment processes in consultation with the German Federal Ministry for Economic Cooperation and Development (BMZ). Where it is deemed necessary, alumni of Shaping Futures Academy may be invited to support IDOS with the shortlisting process. The selected alumni will not shortlist applications from their own home countries or their countries of permanent residence. Successful applicants will be informed of the decision by IDOS.

1. During the in-person module, IDOS will meet the costs of accommodation and grant a monthly allowance to cover local living expenses. Exceptions may apply for participants residing in Bonn, Germany. A determination may be made on an individual basis. The allowance is not sufficient to support dependents. Consequently, it is incumbent on the participants to, if so required, secure the livelihood of their families in their home countries for the duration of the programme. In order for IDOS to be able to transfer the participant's monthly allowance, participants will be required to open a bank account that allows for receipt of international bank transfers.

   IDOS will provide participants with a public transport ticket for the duration of their stay in Bonn. This ticket must be used for all local travel related to the programme, including the daily commute between the accommodation and IDOS. Participants are also welcome to use the ticket for private journeys within the area covered by the ticket.

   Any costs incurred through the use of alternative means of transport, such as taxis or ride-hailing services (e.g. Uber), must be borne by the participants themselves and will not be reimbursed by IDOS.

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2. IDOS will provide health insurance, liability insurance and accident insurance for the participant for the duration of their stay in Germany (exception applies for participants from Germany). Please note that participants may be required to pay medical expenses upfront, for example when visiting a doctor, and subsequently claim reimbursement from the insurance provider in accordance with the applicable insurance terms and conditions. Participants are responsible for any additional costs not covered by the insurance policies.

3. Accommodation provided by IDOS is for use by the participant only. IDOS cannot support or take responsibility for visiting family members or friends. The participant must adhere to the terms and conditions of their assigned accommodation.

4. Participants are not legally entitled to vacation days. The Shaping Futures Academy is a full-time programme requiring participants‘ full commitment and active participation throughout the four-week period in Bonn. Participants are therefore not permitted to carry out their regular professional duties during this time, including remote work, and must make the necessary arrangements with their employers or organisations prior to the start of the Academy. Participants may not accept scholarships or take on any additional part-time or full-time employment that conflicts with their participation in the Academy or affects their ability to fully engage in the programme.

5. Selected participants who are unable to attend the Academy after confirming their participation must reapply for the following year‘s Academy, as deferrals are not possible. In the event of early withdrawal or termination of participation in the Academy, participants may be required to reimburse any portion of the monthly allowance already received that covers the period following their withdrawal or termination. Any bank transfer fees or other transaction costs associated with such reimbursement must be borne by the participant.

6. Applicants wishing to participate in the Shaping Futures Academy need to embody the following values in order to contribute to and benefit effectively from the programme and enhance their ability to drive positive change in sustainable development while respecting their peers‘ diverse perspectives and backgrounds. By taking part in the Academy, the applicant agrees to adhere to the following values:

6.1. **Respect for Diversity:** Embrace and respect the unique perspectives, backgrounds, and experiences of fellow participants, speakers and the IDOS team, valuing the richness that diversity brings to discussions and solutions.

6.2. **Cultural Sensitivity:** Demonstrate an understanding of and sensitivity to different cultural norms and practices, ensuring interactions are inclusive and respectful of cultural differences.

6.3. **Effective Communication:** Foster open and transparent communication, actively listening to others and effectively conveying ideas and information to promote understanding and collaboration.

6.4. **Inclusive Decision-Making:** Promote participatory decision-making processes that consider the input and perspectives of all participants, regardless of their profession or cultural background.

6.5. **Collaborative Leadership:** Emphasize collective and collaborative leadership, recognizing the value of teamwork and partnerships in achieving sustainable development goals.

7. Prior to travel to Germany, the participant must ensure they meet all vaccination requirements (e.g. Yellow Fever vaccination) in order to fulfil the country's entry requirements. IDOS will cover the costs for mandatory vaccination upon request.

8. Attendance and participation throughout the four-week in-person Academy are mandatory. Participants are expected to demonstrate full commitment through regular attendance and active participation. In exceptional circumstances, such as illness, participants must inform the project coordinator and session instructor directly (not via a third party). Any illness-related absence must be reported and documented in accordance with the Institute's regulations, including the provision of medical documentation where required. The applicable procedures and requirements will be communicated to all participants no later than the start of the Academy.

9. Certificates of participation in the Shaping Futures Academy will show a breakdown of successfully completed modules.

10. IDOS reserves the right to cancel or terminate a participant‘s participation in the Shaping Futures Academy for reasons including, but not limited to, the following:

    a) visa denial from respective embassies of the Federal Republic of Germany
    b) failure to achieve the advanced training goals
    c) health reasons severely impeding participation
    d) violation of the Conditions for Participation
    e) missing entire modules of the Academy, failure to participate in sessions without offering valid reasons and failure to inform the project coordinator and session instructor or any Shaping Futures Academy team members of absence and reasons for absence
    f) violation of laws of the Federal Republic of Germany
    g) violation of personal rights (e.g., personal security, personal liberty, and private property)
    h) violation of the values of the programme
    i) conduct unbecoming, inappropriate or abusive behaviour towards other participants, IDOS staff, external trainers or service providers

11. Prior to departure from Germany, participants are required to settle all outstanding financial obligations, regardless of whether these are owed to IDOS, service providers, or any other third parties.

    Upon completion or termination of their participation in the Academy, participants are required to return to their country of residence. Should participants wish to extend their stay in Germany or the Schengen area, they are solely responsible for obtaining any necessary visas or residence permits and ensuring compliance with all applicable immigration regulations. IDOS will not provide any assistance or assume any responsibility for such extensions of stay.

12. The participant gives their consent to having their individual data stored, evaluated and forwarded to third parties insofar as this is necessary for the Shaping Futures Academy and the alumni network.

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13. For the purpose of organising and implementing the Shaping Futures Academy, IDOS may share relevant participant data with third parties (e.g. training institutions, service providers or authorities) where necessary for the preparation, administration and implementation of the programme.

14. If a participant is unable to attend the Academy or is required to withdraw from the programme prematurely due to health reasons, they must provide a medical certificate confirming that their health condition prevents them from participating in or continuing the Academy.

15. All submitted documents will become the property of IDOS and will remain there. They will be handled with the highest degree of confidence and will be destroyed after the expiry of the statutory period.

Application Requirements

An application is considered complete only if the online application form has been fully completed and submitted, including all required supporting documents listed below:

1. **Signed Conditions for Participation and Declaration by the applicant**
   To be signed by the applicant.

2. **Employer‘s Statement of Support (or Professional Reference letter if currently self-employed)**
   To be completed, signed and stamped by the employer. Applicants who are currently self-employed must submit the Professional Reference letter instead.

3. **Most recent university degree**
   A copy of the applicant‘s most recent university degree certificate in English, French or German, or accompanied by an official translation.

4. **Proof of English proficiency:**
   the EF SET certificate, or evidence of schooling in an English-speaking school system or of university studies in English.

Please ensure that all information is correct and all required documents are included before submitting your application. **Once submitted, applications cannot be edited, and additional or missing documents cannot be submitted afterwards.**

Incomplete applications will not be considered.

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Declaration by the applicant

- I confirm that I have read, understood and accept the conditions for participation.
- I hereby apply to participate in the Shaping Futures Academy 2027 and confirm that, if selected, I am fully committed - both in terms of time and availability - to completing all modules of the Academy, including both in-person and online sessions, without conflicting obligations.
- I confirm that the information provided above is correct and complete. Where required, this is supported by relevant certificates.
- Every response reflects my own thinking, shaped by personal experience and reflection, rather than generated or overtly assisted by artificial intelligence (AI).

Date	Place	Signature

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for Economic Cooperation
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Regulation on data utilization and privacy protection

The Shaping Futures Academy is hosted by the German Institute for Development and Sustainability (IDOS) and funded by the German Federal Ministry for Economic Cooperation and Development (BMZ).

Controller (according to Art. 4 GDPR) for processing your personal data is:
German Institute of Development and Sustainability (IDOS), Tulpenfeld 6, D-53113 Bonn

Legal basis for processing your personal data is Art. 6 (1) lit. a GDPR.

For **all applicants** of the Shaping Futures Academy:

By signing below, you agree that your personal data will be processed by the Shaping Futures Academy for the selection process. Only the selection committee, which may include alumni of the Academy*, will have access to your personal data. Your personal data will not be given to a third party. We will only retain the data of those who are selected. The personal data of applicants who are not selected, except for the name and institution of the applicant, will be deleted after the statistical analysis and the finalization of the selection process.

*No alumni from your home country or country of permanent residence will have access to the applicant and, by extension, that of the employer‘s form.

**All your data will be handled with the highest degree of confidentiality in compliance with EU data protection requirements, and will be destroyed after the statutory period. Everyone involved in the application reading process have agreed to the obligation to confidentiality and compliance with data protection requirements under the General Data Protection Regulation.

Date	Place	Signature

For **selected candidates** of the Shaping Futures Academy:

- Your data will be used to support your participation (i.e. visa process, registration, administration, etc.) in the Academy.
- Your personal data will be given to third parties (i.e. insurances, landlords and landladies, partner institutions, etc.) to support your participation.
- Your contact details will be shared with other selected candidates.
- You authorize IDOS to contact German authorities for or with pertinent information to support your participation in the Shaping Futures Academy (i.e. visa process).
- Your data will be retained after the completion of the Shaping Futures Academy to support your participation as a member of the Shaping Futures Network - unless otherwise requested.

We will not forward your information for commercial purposes.

Date	Place	Signature

This consent is voluntary. You may reject it without giving reasons or fear of consequence. You can also exercise your right of objection at any time without giving reasons, and revoke the declaration of consent given in part or in full and in written form (e.g. letter or email) with effect in the future. To do so, you can write to the above address informally or send an email to **datenschutz@idos-research.de**

For further information on data protection or to exercise your rights under Chapter 3 of the General Data Protection Regulation (GDPR), you can also use the contact details given above.

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