

➤ Career Fund: Starting Grant Application Form

1. Personal details

Title

First name

Surname

Faculty

Institute

2. Details of the requested starting grant (preliminary study)

Project title

Planned duration (from - to)

Amount of funding requested (in euros)

Involved researchers/institutions

3. Planned proposal for external funding

Type of external funding, funding line...

Institution

Expected submission date

4. Details of any previous funding

"Starting Grant" from the Career Fund

Have you previously received a "Starting Grant" from the Career Fund (formerly "Nachwuchsfonds")?

Yes No

If you have ticked "Yes":

- In which year was the application for a starting grant submitted? _____
- Please also submit proof of the submission of the proposal for external funding or of the funding award.

Researchers who have already received "Starting Grants" from the Career Fund or the "Nachwuchsfonds" may apply for "Starting Grants" for a new project again, provided they can demonstrate that a proposal for external funding was submitted or approved as a result of the previous funding.

Further project-related funding

Have you received, or will you receive, any other internal university funding for your project?

Yes No

By selecting "No", you confirm that your project does not receive or will not receive any further funding. If you tick "Yes", please explain this in the documents you submit. Please note that only projects in the early stages that are not supported by any further funding from the university are eligible for a Starting Grant.

5. Data protection notice

The application documents you submit will be used exclusively for the selection process.

I confirm that the information provided in the application is true and complete.

Place / Date

Signature

Documents to be submitted, including instructions:

- Cover letter**, max. 1 page
- Application form "Starting Grant"**
- Project description, including the objectives of the planned project**, max. 2 pages
including research question, theoretical context, methodological approach, details of the relevance or function of the preliminary work for the planned application, follow-up projects, as well as planned publications, conference participation and/or network meetings
- Time and work plan for the specified project duration**
including details of planned work steps and responsibilities for various tasks, including a description of the research assistant's duties, taking into account their appropriateness (supporting activities)
- Cost estimate**
including supporting documents for listed amounts and items
 - Research assistant hours including details of whether holding a bachelor's degree, the duration and number of hours, as well as consideration of the total cost of employment ("Haushaltsausgabe"), the special allowance (Christmas bonus) and the expected/estimated pay rise
 - Business travel, including details of travel and transfer costs, accommodation costs, and daily allowances and foreign travel allowances
 - where applicable, CO2 offsetting and visa costs
- Academic CV**
- List of publications**
- Short reference**, max. 2 pages
from a professor at the University of Koblenz, including
 - a statement on your scientific aptitude
 - a statement on the relevance of the proposed project for a future application to a funding body
 - a confirmation that the planned work can be carried out at the relevant institute

Please send your documents – **compiled into a single PDF file of max. 5 MB** – to:
karrierefonds.ifgpz@uni-koblenz.de