

Grant Regulations of the Leibniz Institute for the History and Culture of Eastern Europe (GWZO)

As amended on 23.08.2023

effective Date: 01.09.2023/validity: unlimited

Preliminary remarks

In accordance with its statutes, the Leibniz Institute for the History and Culture of Eastern Europe (*Leibniz-Institut für Geschichte und Kultur des östlichen Europa e.V. – GWZO*) pursues the objective of promoting science and research. According to Section 2 (1) of the GWZO statutes of 27.11.2017, this objective of the association is particularly achieved through:

"d) promoting junior researchers and international exchange. The association is entitled to award grants for this purpose. Specific details on this are stipulated in the grant regulations."

Based on this provision in the statutes of the Leibniz Institute for the History and Culture of Eastern Europe, the Institute adopts the following grant regulations, which come into force as Institute directives on 1st September 2023, thereby replacing the grant regulations of 22nd December 2020:

A. General remarks

The GWZO promotes junior researchers and international exchange in the field of humanities and cultural studies.

To this end, it awards scholarships within the scope of its budgetary possibilities to outstanding doctoral and post-doctoral students and post-doctoral researchers with comparable achievements or functions for research projects on the history and culture of Eastern Europe from the Early Middle Ages to the present.

The GWZO supports ongoing research projects in their implementation ([mobility grants](#)), the development of new research projects ([research start-up grants](#)) as well as short-term stays of doctoral candidates in bilateral supervision situations (cotutelle and comparable) with GWZO staff members for further professional qualification ([short-term grants](#)).

B. Type and amount of funding

The GWZO grants are open to applicants from the Institute's research region, regardless of their nationality.

The monthly GWZO grant amounts to:

€3,000 for habilitated scientists and scholars or researchers with comparable achievements or positions

€2,500 for post-doctoral researchers

€2,000 for doctoral students

€1,000 for short term scholarships (according to point III.)

I. Mobility grants

With its mobility grants, the GWZO supports research projects for which adequate preliminary work has already been completed and which require a research stay at the GWZO/in Germany owing to the status of required sources and literature in the applicant's country of origin. Projects qualifying for the mobility grant are linked to the GWZO's current research programme so that there is connectivity. They therefore serve the GWZO's research mission and may not be used to support the completion of a qualification thesis. During the funding period, the GWZO makes its infrastructure available for the research project. Mobility grants are awarded for a duration of up to three months. It is possible to resubmit an application once for a further funding period of up to three months.

The granting of a mobility scholarship requires a successful degree or doctoral and/or habilitation degree.

The application should not exceed 15,000 characters in length (including spaces and bibliography). Additional documents may be requested for thorough examination of applications (list of publications, thesis, etc.).

II. Research start-up grant

With research start-up grants, the GWZO supports researchers in the preparatory and initial phases of new projects for which a third-party funding application for medium- and long-term affiliation to the GWZO is to be submitted. The intended funding line must be specifically named in the application. The GWZO awards up to three-month research start grants for promising, preferably also transdisciplinary and disciplinary project ideas, provided that these are in the research interest of the Institute. The application modalities for GWZO mobility grants apply (see I.).

III. Short term grants

With short-term grants, the GWZO supports stays in Leipzig that serve the qualification of doctoral researchers, provided that they are in bilateral doctoral supervision situations with GWZO staff at the University of Leipzig and universities in (Eastern) Europe (Cotutelle and comparable constellations/procedures).

The GWZO awards scholarships of up to **one** month for promising doctoral candidates to participate in events within the framework of the doctoral candidates' qualification, in particular to present their dissertation projects at the GWZO and the University of Leipzig, to use the GWZO's special library and for in-depth language acquisition. The grants can be applied for several times in the course of the qualification.

Scholarship holders are selected on the basis of a letter of recommendation from the supervisor and a personal interview with the applicant by a member of the GWZO scientific staff appointed by the Director.

Form of application:

The application must be sent in a single PDF document to: foerderung@leibniz-gwzo.de

To be enclosed:

- a curriculum vitae in tabular form
- a letter of recommendation from the supervisor

The acceptance must be confirmed in writing by the scholarship holder.

By accepting a scholarship, the scholarship holder undertakes

- to observe the GWZO code of "Good Scientific Practice",
- to submit to the GWZO, without being requested to do so, a report on the progress and results of the work no later than four weeks after completion of the grant. The submission may be made electronically,
- to take care herself/himself of any obligations arising from further income or grants (e.g. duty of disclosure to employer or scholarship provider, taxation).

The other provisions of paragraphs C to E shall not apply.

C. Applications

Applications for the following academic year (1st October- 30th September) are open until **30th April** of each year.

Grant applications are to be addressed to the Director of the GWZO.

The cover letter and all application documents must be sent in a single PDF document to: foerderung@leibniz-gwzo.de

Each application must contain exact information on the following:

- the topic and research question of the research project
- sources and literature references (including a list of literature to be consulted and their scope) justifying the stay at the GWZO/in Germany and the duration of this visit
- the status of preparatory work
- the timetable for the research project, especially the schedule of work to be undertaken during the GWZO funding period
- the starting date and the requested grant duration

Following documents must be attached to the application:

- a curriculum vitae showing the academic career
- brief details of any funding already granted by other institutions for the research project
- information on language skills (German/English)
- a certificate of the last academic qualification (degree, doctoral certificate, habilitation)

D. Grant approval

The selection of the applications is made by the grant committee of the GWZO, consisting of relevant staff members of the core staff under rotating chairmanship.

The decision will be communicated to the applicants by 30th June.

E. Obligations of the grant recipient

By accepting a grant, the grant recipient undertakes

- to observe the GWZO Code of Good Scientific Practice,
- to concentrate all his/her efforts on the research project,
- to participate in the central and relevant scientific events of the Institute,
- to report continuously to the responsible head of department on the progress of the work and to send a final report no later than two months after the end of the funding period,
- to hold an initial and final interview with the director,
- to send a complimentary copy of the publication to the GWZO in the event that the research results are published,
- to provide proof of health insurance for the stay in Germany (non-EU citizens),
- to inform the administration immediately of any changes in his/her personal circumstances,
- to take care of any obligations arising from further income or grants (e.g. obligation to notify the employer or scholarship provider, taxation).

The scholarship holder must confirm his/her acceptance in writing.

F. Withdrawal and reclamation

There is no legal entitlement to a grant from the GWZO. The granting of funding is dependent on an expert opinion on the part of the GWZO, which reserves the right to obtain further external expert opinions if necessary. In justified exceptional cases, the Head of Institution may extend the term of a scholarship.

The Director (Executive Board) of the GWZO may revoke the approval of the fellowship with effect for the future if

- a) a successful completion of the research project appears impossible,
- b) the scholarship has been obtained through false statements, or
- c) obligations mentioned under point E. have not been met.

In serious cases of b) or c), the management/director of the GWZO may reclaim the grant amounts paid out.

The GWZO expressly points out that the granting of a scholarship does not constitute an employment relationship. The recipient of the grant is himself/herself responsible for declaring and paying any taxes and social security contributions arising from the grant.