

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

As amended on 22.12.2020

Effective Date: 01.01.2021/ 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 1 January 2021, thereby replacing the grant regulations of 14 July 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 grants within the scope of its budgetary resources to outstanding doctoral students, post-doctoral researchers, habilitated scientists and scholars or researchers with comparable achievements or positions in research projects on the history and culture of Eastern Europe from the Early Middle Ages to the present.

The GWZO supports the implementation of ongoing research projects (mobility grants) as well as the development of new research projects (starting research 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

Subject to budgetary availability, regular grant payments may be supplemented with the following allowances:

- monthly mobility allowance for travel within Germany and abroad (research trips, participation in scientific conferences) €156
- monthly allowance for equipment/care costs €200

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. The GWZO will make the Institute's facilities available to the research project during the funding period. 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. Mobility grants are intended to support the research mission of the GWZO and may not be used to support the completion of a qualification thesis.

In order to be eligible for a mobility grant, applicants must have completed a degree, a doctoral degree and/or be a post-doctoral university lecturer or habilitated researcher.

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. Starting research grants

With its starting research grants, the GWZO supports researchers in the preparatory and initial phases of new projects. The GWZO awards starting research grants of up to three months for promising, interdisciplinary research projects, providing that they lie within the research interests of the Institute and the sources require consultation of German archives and libraries (particularly in Leipzig).

The application process for GWZO mobility grants (see above) applies.

C. Applications

Applications are open until 1 February (start 1 June) and until 1 June (start 1 October) every year.

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

Please send a cover letter and all application documents in a single PDF file 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.

The following documents must be included in the application:

- Curriculum Vitae detailing the applicant's academic career.
- Information on the applicant's financial situation (current income, grants etc.) as well as any funding already received from other institutions for the research project.
- Evidence of acquired language skills.
- A declaration that no paid employment will be undertaken for the duration of the requested grant.
- If applicable, proof of income from other grants during the funding period in question.
- A certificate of the last academic qualification (degree certificate, doctorate certificate, proof of professorship, postdoctoral qualification or habilitation).
- A letter of recommendation from an academic supervisor or another qualified expert in the field of research. The letter of recommendation should provide information on the applicant's scientific suitability for the grant and state to what degree language skills are available, as well as to what extent the applicant is familiar with the research institutions to be visited.
- Proof of health insurance for the stay in Germany (can be submitted later).

D. Grant approval

Grants are chosen by the Director of the GWZO on the basis of external expert opinions and personal interviews.

Pre-selection of applications is carried out by the grant committee, which is made up of heads of department, junior research group representatives and the GWZO academic officer and research coordinator; the grant committee then provides the Director with a recommendation of which applicants should be invited. The committee prepares an expert opinion for each grant awarded for signature by the Director.

Pre-selection will take place approximately 4 weeks after the respective application deadline, the final selection will take place approximately 3 months after the respective application deadline.

E. Obligations of the grant recipient

By accepting a grant, the grant recipient undertakes to:

- commit their full working capacity to the research project.
- take part in the relevant scientific events at the Institute.
- hold an initial and final discussion with the Director and the responsible head of department.
- continually report to the responsible head of department on the progress of the work and to submit a comprehensive final report no later than two months after the funding period has expired.
- inform the Institute immediately about any changes to personal circumstances.
- send the GWZO a free copy of the research results if they are published.

Acceptance must be confirmed in writing by the grant recipient.

F. Withdrawal and reclamation

There is no legal entitlement to a grant from the GWZO. Awarding of funding is subject to an expert opinion from the GWZO, which reserves the right to obtain additional external opinions if necessary. In justified exceptional cases, the Institute management may extend the duration of a grant. If the research project in question receives additional financial support from another institution during the grant period, this will be deducted from the amount of the GWZO grant. Simultaneous employment is generally not permitted for the duration of GWZO funding.

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

- a) successful completion of the research project seems impossible,
- b) the grant has been obtained through false information, or
- c) the obligations set under Section E have not been met.

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

The GWZO explicitly states that awarding a grant does not constitute employment. The grant recipient is responsible for declaring and paying any taxes and social security contributions which may arise from the grant.

Leipzig, 22.12.2020

A handwritten signature in blue ink, consisting of a large, stylized 'L' followed by a horizontal line and a small flourish.

Prof. Lübke
Director