Application in the Exploration Funds format.

Please observe the following notes and guidelines:

**Funding:**

Funding can be applied for for the following items:

- **Guest speakers**
  - Travel costs (2. class/economy class)
  - Accommodation
  - Hospitality
    - Once per event
    - Max. € 35,00/person
    - Persons for whom hospitality in form of a dinner or luncheon can be accounted for are those named on the announcement and who are active contributors ie. speakers, hosts/presenters, organisers

- **Lecture/seminar series**
  - Guest speakers (see above)

- **Workshops**
  - Guest speakers (see above)
  - Catering
    - Coffee breaks during the event
    - Lunch snacks during the event

- **Retreats**

- **Travel funding** (please note the official regulations on business trips)

- **Student and academic assistants**

Additionally for the funding format A – „full proposals“:

- **Personnel**

NO funding can applied for for the following items:

- Conference dinner, ???,....
- Honorariums for scientific talks
- Office supplies, costs for printing and advertisement
- Promotional items (cups, bags,...)
- Travelling costs in Tübingen (incl. supply trips)

**Application:**

The application should comment on the following questions. These are criteria upon which the final decision will be made:
• In which thematic area is the project situated and what is its connection with Platform 4?
• What relevance in society can the project claim?
• How does the project connect to current scientific discussions and how does it contribute to them?
• What is the additional benefit for our location and what does Tübingen have that other locations cannot offer (Benchmarking)?
• In which areas of the project is expertise already existing and who has it?
• What network structure already exists and what structure is planned for the future? Please name existing and/or planned extramural contacts and their relevance for the project (lack is no criterion for exclusion).
• How can the medium and long term sustainability of the project be ensured? (For format A): which funding formats are planned following the funding period?

Application:
Funding format A – full projects
• 10-12 pages
• Appendix: short CV for each of the applicants incl. a list of 5 relevant publications (max. 1 page)

Funding format B – „starter-“projects
• Max. 5 pages
• Appendix: short CV for each of the applicants incl. a list of 5 relevant publications (max. 1 page)

Application structure:
• Applicants (including one person to act as the principal point of contact)
• Time frame
• Abstract (max. 100 words)
• Research area and questions as well as theoretic and methodical orientation
• Project timetable (including biannual milestones and specific activities)
• Financial plan (including justification for the applied funds)
• Has this project previously been applied for in this or a similar form?
Submission:

Please send you applications twofold (filing strips or loose-leaf binder, not bound) and via email to:

Ms Remke Lohmann
Zentrale Verwaltung, Dez. I.4
Wilhelmstr. 5
72074 Tübingen
Email: zukunftskonzept@uni-tuebingen.de

Should you have any questions please contact:

Ms Remke Lohmann
Email: zukunftskonzept@uni-tuebingen.de
Tel.: 07071-29 75571