



GRADUATE CENTRE LIFE SCIENCES



Berlin, 21.10.2024

## **Call for applications: Funding of events for the subject-specific qualification of doctoral candidates at the Faculty of Life Sciences**

Dear doctoral candidates, postdocs and professors at the Faculty of Life Sciences, the Graduate Centre Life Sciences invites applications for funding of events for the subject-specific qualification of doctoral candidates.

### **A variety of events can be supported, e.g.:**

- Scientific and interdisciplinary professional training programmes
- Retreats, symposia, summer/ winter schools
- Events that promote networking and academic exchange among doctoral candidates (colloquia, workshops, conferences)

### *What can be funded?*

- Expenses for guest lectures and workshops
- Travel and accommodation costs of guest speakers
- Costs for usual consumables for events (e.g. printing costs for posters etc.)

### *What cannot be funded?*

- Travel and accommodation costs of doctoral candidates
- Costs for a supporting programme of a scientific event
- Scholarships

Please note that the events and costs applied for must comply with the applicable regulations of Humboldt-Universität zu Berlin, such as the Regulations on Travel (*Dienstreiseordnung*) and the Guidelines on the Reimbursement of Representation and Hospitality Expenses (*Richtlinie zur Erstattung von Repräsentations- und Bewirtungsaufwendungen*)

Depending on the type and scope of the event, a maximum of €2,000 can be granted per application

Supervisors of doctoral candidates at LWF, doctoral candidates and institutes are eligible to apply (also in cooperation). Subject clusters should be formed in order to reach a broad group of participants; at the same time, the offers should be sufficiently specific to ensure that they distinguish from the general continuing education market and existing workshops of the Humboldt Graduate School and the Berlin University Alliance.



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Doctoral candidates in all phases of the doctorate can be addressed (as well as those interested in doing a doctorate at the LWF).

**Applications should include the following information:**

- Name and contact details of the applicant(s)
- Head of the organisation team
- Short project description, including
  - Context
  - Aim of the event
  - Target group (Doctoral candidates from which institutes/subject areas are addressed? Are external participants allowed to attend the event?)
  - Expected number of participants

*If people who are not admitted to doctoral studies at the Faculty of Life Sciences are also allowed to take part in the event, please note this in the application and provide an estimate of the proportion of doctoral candidates of the Faculty in the total number of participants in the event. If your application is approved, we will ask you to record the affiliation of your participants and to inform us afterwards about the actual number of participants that were affiliated to the Faculty of Life Science.*

  - Preliminary programme overview, if applicable
- Detailed schedule of the project and current status, if applicable
- Budget plan; in tabular form, divided into expense categories  
*(any co-financing through funds from structured doctoral programmes, non-university institutions or other sources should be made clear.)*
- Planned follow-up (For example, are further meetings planned after a symposium, possibly in the form of a topic cluster?)
- Organisational support from Graduate Centre if necessary

**Please submit your application by 15.12.2024.** Decisions on all applications received should be finalized by beginning of January 2025. The funds must be spent by December 2025 (end of fiscal year).

Please submit applications by email to:

**Dr. Julia Klauer; [graduierzentrum.lewi@hu-berlin.de](mailto:graduierzentrum.lewi@hu-berlin.de)**

In the event of approval, we ask you to indicate the involvement of the Graduate Centre Life Sciences (e.g. by using the logo when announcing the event, displaying a banner of the Graduate Centre during the event, etc.). We also reserve the right to request a short final report (max. 1 page) from you in individual cases.