

Overview of GSGG grants and allowances

Latest version as of July 2021

General requirements

- Eligible for applying are doctoral candidates and supervising postdocs who are members of GSGG (**the latter only for independently organised events**).
- Doctoral candidates need to submit a current certificate of enrolment with each application.
- Doctoral candidates are eligible for application until their disputation.
- Only members of University of Göttingen are eligible for application.
- Timely submission of the application
- Complete application documents (including statement/report of the professor if applicable)
- Compliance with the obligation to submit annual reports (doctoral candidates)

Please note: The number of grants awarded as well as the amount of allowances is dependent on the budget situation of GSGG.

Application deadline

- 15th March -> earliest possible start of funding: 1st May
- 15th June -> earliest possible start of funding: 1st August
- 15th September -> earliest possible start of funding: 1st November
- 15th December -> earliest possible start of funding: 1st February of the following year

For allowances for conference and research trips:

- Earliest possible start of funding = commencement of the trip
- Applications for travel costs coverage of up to € 300 can be submitted at any time, however, the application has to be filed at least 3 weeks prior to the trip (date of receipt at the central office).

For barrier-free qualification and networking:

- Applications for a funding amount of up to € 300 can be submitted at any time, however, the application has to be filed at least 3 weeks prior to the trip (date of receipt at the central office).

For allowances for reproduction expenses:

- Earliest possible start of funding: Order of the material that is to be reproduced *after* allowance has been granted.
 - Reproduction applications for a funding amount of up to € 300 can be submitted at any time, however, the application has to be filed at least 3 weeks prior to the trip (date of receipt at the central office).
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Allowances for research trips

Note: The allocation of grants for research trips is adapted to the regulations of the University of Göttingen (Covid-19 3-level system). The regulations apply to all doctoral members, even if they are not employees of the university.

- Level 1: Travel within Germany possible, travel abroad possible, approval required from the central office; consider country regulations and incidences.
- Level 2: as for level 1, but limited to trips that cannot be postponed
- Level 3: no trips abroad, domestic trips only in exceptional cases

Requirements/formal criteria

Eligible for applying are

- Doctoral candidates who are members of GSGG until their disputation

GSGG funds a maximum of 3 trips per person per year (both research and conference trips).

Documents to be submitted

- Completed and signed application form
- Short statement, in writing, by the applicant, which has to address the following questions: Why is the trip necessary? Why now? What hygiene concept do you have? **(not applicable for trips within Germany – Level 1)**
- Costs projection (total costs/amount applied for at GSGG)
- Working schedule clarifying the duration of the planned stay
- Confirmation of the planned stay by the archive/library/institution to be visited (can be possibly submitted later)
- Short statement, in writing, by the supervisor (via e-mail), which has to address the following questions: Why is the trip necessary? Why now? **(not applicable for trips within Germany – Level 1)**

Annotations

- Allowances for short stays (up to 4 weeks) can be applied for several times per person and per year.
- Allowances for longer stays (up to 4 months) can be applied for only once during the thesis stage.
- Original documents stating the travel expenses are to be submitted no later than 4 weeks after the completion of the journey.
- After completion of the journey, a confirmation of participation and of utilisation of the resources listed in the application are to be submitted.
- In case you are planning a longer stay, please make a consultancy appointment with the central office of GSGG prior to the application.
- During the applied for period of funding of an exposé grant or a completion grant, GSGG will not grant allowances for conference or research trips. This applies to former scholarship holders of a completion grant who have not yet handed in their dissertation alike.
- Applications for travel costs coverage of up to € 300 can be made at any time, however, the application has to be filed at least 3 weeks prior to the conference trip (date of receipt at the central office).

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- The proposed funding sum should amount to at least € 25.
 - If the travel is combined with more than five days of holiday, GSGG does not reimburse the costs of the outward journey or the return trip.
 - A renewed application for trips that have already been funded is not possible.
 - Obligatory stays abroad within the framework of a Doctoral Programme will not be funded.
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Refundable expenses

- Travel costs
- Accommodation expenses (for research trips within Germany, accommodation costs can be funded with up to € 40 per night).
- GSGG allowances for research trips cover a sum of up to € 1,000.

Expenses for visa, catering, admission or user fees will not be reimbursed.
