



## Travel Grants for Short-term Research Stays and Summer and Winter Schools within Germany and Abroad

**Travel grants aim to support doctoral candidates, postdocs, TUD Young Investigators and Junior Professors with travel allowances for short-term research stays up to three months as well as the participation in summer and winter schools within Germany and abroad.**

### Eligibility

Eligible are:

- Doctoral candidates of TU Dresden of all disciplines
- Postdocs of TU Dresden of all disciplines
- TUD Young Investigators and Junior Professors of TU Dresden of all disciplines

**Note: Membership in the Graduate Academy of TU Dresden is a mandatory eligibility criteria.** Should you not already be a member of the Graduate Academy, please hand in our complete membership application including all necessary documents **two weeks prior to the respective deadline** at the Graduate Academy. Further information on GA membership is available at: [www.tu-dresden.de/ga](http://www.tu-dresden.de/ga)

### Duration & Extent of Funding

Funding will be granted under the condition that TU Dresden will receive the required financial means from the Federal Government and the Federal State of Saxony. The travel grants for short-term research stays and summer / winter schools provide among others support for:

- Experimental work, fieldwork, library and archival research as well as
- Expertise exchange, networking and the acquisition of new knowledge and skills.

The **maximum travel allowance** amounts up to:

- 3,600.00 EUR for short-term research stays within Germany and Europe\*  
(maximum 1,200.00 EUR per month)
- 4,500.00 EUR for short-term research stays outside of Europe  
(maximum of 1,500.00 EUR per month)
- 1,000.00 EUR for the participation in summer and winter schools

\* Europe (geographical): List of the respective countries available on the GA program website in the FAQs

Clearance of travel expenses takes place according to the Sächsische Reisekostengesetz (Saxon regulations for travel and subsistence expenses for travel activities within Germany and/or abroad).

#### **Additional information on research stays:**

Research stays are funded from two weeks up to three months. For children (age: up to max. 12 years), accompanying the applicant during the research stay abroad, a childcare allowance up to maximum 500.00 EUR on the basis of evidence can be applied for the entire duration of the research stay.

#### **Funding period:**

- **01<sup>st</sup> April 2024 until 31<sup>st</sup> December 2024** (Deadline: 31<sup>st</sup> March)
- **01<sup>st</sup> October 2024 until 30<sup>th</sup> June 2025** (Deadline: 30<sup>th</sup> September)

***Note:** As the funding decision is expected to take place by mid July 2024, we ask you to take into consideration that in the case of a negative funding decision, costs already incurred for research stays or summer / winter schools will not be reimbursed retroactively by the Graduate Academy and the costs must therefore be covered otherwise. With regard to your planning reliability, we thus recommend applying for travel grants research stays or summer / winter schools, which take place after the funding decision.*

## **Application & Deadline**

The application has to be submitted electronically within the deadline and as **one PDF-file** (exception: Letter of Recommendation) via email to **graduertenakademie@tu-dresden.de** with the subject "Research stay abroad" respectively "Summer/winter school".

#### **Application deadlines\*:**

- **31<sup>st</sup> March** and
- **30<sup>th</sup> September**

*\* If the end of a period falls on a Saturday, Sunday or public holiday, the period ends at the end of the next working day.*

***Note:** If not specifically notified, subsequent submissions are not possible. Missing, incomplete or incorrect documents cannot be taken into consideration. Please note: **The required Letter of Recommendation** from your academic supervisor respectively the **Confirmation of Demand of the Faculty** for applying TUD Young Investigators and Junior Professors **has to reach the Graduate Academy in due time, too.***

*Approximately three weeks after the application deadline, you will receive an acknowledgement of receipt. **Notification of funding is expected to take place by mid July 2024.** Please refrain from telephone inquiries in this time.*

*It is only possible to apply for travel allowances for one research stay or one summer / winter school per application deadline. Thus, it is not possible to hand in various applications for different research stays or summer / winter schools at the deadline of the call.*

*Further information can be found in the FAQs on the GA program website.*

# Application documents

## Checklist for a complete application:

- A signed and scanned copy of the **online application form\***  
[Please note: Intermediate digital storage of data is not possible]
- Tabular resume** (CV) incl. list of publications, previous teaching activities and description of the scientific career (max. 5 pages)
- Copy of the latest university degree / Copy of the doctoral certificate**
- For doctoral candidates and postdocs:**  
**Letter of Recommendation\*** including a confirmation of financial need in due consideration of the financial situation of the professorship / the department: to be handed in by your **first Academic Supervisor or Young Investigator**, who signed the supervision agreement (in case of doctoral candidates) or by the associated chair / responsible professor (in case of postdocs)
- For TUD Young Investigators and Junior Professors:**  
**Confirmation of Demand of the Faculty\***

## Additionally for short-term research stays abroad only:

- Summary of your research project** including a time and work schedule for the applied funding period (max. 5 pages)
- Letter of invitation** from the host institution (or equivalent; the letter of invitation has to be handed in at the application deadline)
- If applicable, **documentation of costs for the childcare allowance**

## Additionally, for summer / winter schools only:

- Confirmation of participation** for the summer / winter school (can be handed in later)
- Documentation of participation** fees for the applied summer / winter school (e.g. printout of participation costs, invoice)

*\* Document as download available online on the GA Program website.*

**Note:** *The application documents can be submitted in German or English. Upon completion of the funding, a final report must be submitted to the Graduate Academy.*

## Notes:

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## Selection Procedure

The selection process takes place by the Executive Committee of the Graduate Academy of TU Dresden on the basis of the application handed in. The allowances are performance-based grants and are awarded in a competitive selection process.

The **selection criteria** are:

- Qualification of the applicant (academic performance, publications, prizes, awards and social criteria)
- Convincing concept of the research stay and a realistic time and work schedule
- Reason and significance / impact of the research stay / participation in the summer / winter school for the doctorate or scientific project
- Quality of the letter of recommendation (for doctoral candidates and postdocs)
- Complete application documents and submission within the deadline

A fundamental legal right to claim funding within this program does not exist.

## Contact

### **Vivien Lippmann**

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Phone: 0351- 463-42240

Website: [www.tu-dresden.de/ga](http://www.tu-dresden.de/ga)

*Get your questions answered!*

*Arrange an individual consultation appointment regarding our GA funding programs at **[graduiertenakademie@tu-dresden.de](mailto:graduiertenakademie@tu-dresden.de)**.*

*We look forward to receiving your inquiry!*