

SCIENTIA

# EARLY CAREER FEMALE RESEARCHER

## SUPPORT PROGRAMME

at the Julius-Maximilians-Universität

### GENDER EQUALITY IN RESEARCH AND TEACHING

Special funds by the Bavarian Government to promote female candidates to qualify for professorial posts – The Bavarian Gender Equality Grant (BFG)

## Programme information

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Application for section I of the programme:

Fellowships of The Bavarian Gender Equality Grant (BFG)

## I. Objective

The BFG-Grant supports early career female researchers to qualify for a professorship or a leading position.

Fellows are required to devote themselves full-time to the research for which they have been given the stipend and must not be engaged in unrelated projects.

The stipend is intended to cover living expenses and is not meant to be used to supplement funding received by other organisations or income from active employment. Part-time awards can be held where there are good reasons for this. The engagement with a minimum of four events organised by the SCIENTIA Funding Programme is obligatory.

## II. Eligibility

Early career female researchers are in principle eligible to apply for a research Fellowship if they are part of a German research group and hold a temporary post at the JMU in research and teaching. Foreign nationals must document their permanent residency in Germany when applying and state their intention to continue their research career, a professorship in particular, in Germany after the end of the funding period. A position as postdoctoral visitor as well as receiving funding by foreign institutions excludes from being eligible.

**Applications submitted from abroad (return stipends)** are considered if applicants have completed the majority of school and university education in Germany and no more than three years were spent in the same foreign country following the completion of a doctorate. Applicants also state that they intend to pursue a research career in Germany after the end date of the funding period.

Applicants must present a confirmation that research facilities are available as well as a mentoring agreement and detailed expert statement by an academic host at the JMU.

All application documents must be submitted to the JMU Gender Equality Officer. It is a prerequisite to discuss the research proposal with the Gender Equality Officer prior to submission. The evaluation process is assessed by the board of the Gender Equality Office and the Equal Opportunity Office.

### III. Funding Period

The funding period is generally set out to last for a maximum of one year. Postdoc- and habilitation stipends can be extended on request at the Gender Equality Office. Grants for completing a doctoral degree (possible only in exceptional cases!) are set out for a maximum of 12 months.

### IV. Type and Extent of Funding

#### 1. Policy and Procedures:

*Annotation: The following amounts awarded are valid from 1st July 2016.*

- a) Child-care subsidies: All fellows are eligible for financial help with child-care costs. All children must be under the age of 12. The help for the eldest or only child is at a monthly rate of 200 €, for every additional child the monthly rate is 100 €. Children of a partner can only be considered if it can be documented that they have lived together with the fellowship holder before the funding period has started (certificate of residence).
- b) Final report agreement: **Fellowship holders are required to submit a final report within one month of the end of the applied funding period. The last payment rate is held back until the report has been received. In case the final report is not received within this time, the last funding rate expires.** The final report agreement, for which a template is provided, is to be submitted together with the application documents. Female postdoc, habilitation and distinguished emerging research fellows submit a report on the entire funding period, which should not exceed six pages. The report describes the progress made over the funding period as well as any changes or deviations from the initial research plan, responding also to their future career plans after the ending of the funding period. Fellowship holders who receive funding up to their habilitation evaluation process are required to inform the Gender Equality Office about the submission of their habilitation thesis and to give an account of the anticipated habilitation proceedings and their future research and career plans.
- c) Employment / paid teaching: Emerging female research fellows are required to devote themselves full-time to the research for which they have been given the funding. Apart from their responsibility for teaching commitments, they can also engage in paid teaching over the funding period (except doctorate fellows), which must not exceed a limit of 4 hours / week. Minor secondary employment up to the **income of 450€ / month** is permitted alongside.

d) Holding a fellowship part-time: Requesting to hold a part-time fellowship is possible where there are good reasons for this. The part-time funding is shortened and must not serve to augment income from active employment.

e) Research projects abroad: Conducting research at foreign institutions for a specific period of time is possible within all funding programmes. Support can be granted abroad if the fellow can document the beneficial contribution towards her qualification. **Fellows are required to give a minimum of a four week notice prior to their departure.** Reimbursements of any kind regarding the stay abroad must be indicated.

## 2. Funding for female researchers, qualifying for a full professorship

### (1) Funding programme for female postdocs:

The aim of the programme is to enable female postdocs who seek a university career as professor or plan to write a habilitation thesis, to initiate, continue or finish their research project. As a precondition, candidates must have completed their doctorate with no less than distinction (magna cum laude) over a maximum period of 4 years.

Type of funding: 2.200 € per month.

The funding period is limited to 1 year. A mentoring agreement during the funding period has to be confirmed by the department to which the research project is linked. Limited teaching assignments (2 hours / week recommended) are welcomed.

### (2) Funding programme habilitation thesis:

Junior female researchers seeking a habilitation as defined in § 65 BayHSchG (Bavarian Higher Education Act) according to the statute of Mai 23rd 2006, can be funded by this programme. **Documentation of the acceptance of the habilitation thesis and the admission to the evaluation procedure is required.**

Type of funding: 2.600 € per month.

The maximum funding period is one year in general. Extensions must be requested before the due end date, giving sufficient reason for this. The fellowship-holders engagement in teaching over the funding period will be received sympathetically.

(3) Grants for female junior scientists with excellent qualifications:

Junior researchers can receive funding in the course of the qualifying period between submission of the habilitation thesis and the academic evaluation procedure, to enable the continuation of their research project.

Type of funding: 3.000 € per month.

The extent of funding is generally set out for a maximum of one year. Extra time is granted on request. An engagement in teaching is recommended.

(4) Funding for completing a doctorate – possible only under exceptional conditions

Excellent junior researchers can apply for doctoral grants in exceptional cases where completing a doctoral degree was interrupted by hardship or social reasons. The funding is effective for the last 12 months of the doctoral research which lays the groundwork for professorship. A discussion with the Gender Equality Officer prior to applying is required. The type of funding is 1.200 € per month and is limited to a maximum of 12 months with **denial of extension**.

## V. Submitting an application

There are two deadlines to submit the application: for the summer semester 30<sup>th</sup> March, for the winter semester 31<sup>st</sup> September. Please take note of the period of assessment which can take up to 12 weeks after the deadline, depending on the scheduled convention of the Gender Equality Committee.

The evaluation process requires the following documents, including the application form:

- (1) Signed CV in tabular form / academic certificates
- (2) Personal statement

The personal statement should not exceed twenty pages. It should be written in laymen's terms (for committee members who are not familiar with your field of research) and should contain a generally comprehensive description of the project, also indicating its scientific value. Sources published by the applicant or others can be included to make a persuasive case. An annotated bibliography must be submitted. Misconduct can result in the rejection of the application.

Please comment on the following issues:

- Current state of the research project
- Project description and preliminary studies / groundwork
- Research proposal, applied theories and methods, project schedule
- Relevance of the project for future career goals
- Short- and long-term goals

Please give a detailed personal statement on your future career plans in research after completing the fellowship programme. After the funding period, the fellow is expected to continue working as a scientist for a German university or a German research institute.

- (3) List of publications, if applicable
- (4) Two letters of recommendation

The letters are provided by one internal (JMU) and one external (except doctoral candidates) referee who is university professor and comments on you and on your research proposal. The reference letters have to meet the criteria listed in the document "Allgemeine Hinweise für die Erstellung von Gutachten", which can be found on the SCIENTIA homepage.

- (5) University degree certificate indicating final grade(s)
- (6) Certified copy of birth certificates of children, if applicable
- (7) Certificate of recent fellowships, employment respectively, if applicable
- (8) Specific documents

#### **Only Doctoral Grants:**

Reference letter by the person supervising the PhD programme, commenting on the prospects of successful completion and on realistic time management.

#### **Only Postdoc Grants:**

Reference letter to demonstrate the candidate's affiliation to the supervising institute.

#### **Only Habilitation Grants:**

Certificate to prove the acceptance of the candidate for the habilitation evaluation process.

#### **Only Grants for Female Junior researchers with excellent qualifications:**

Evidence that the habilitation thesis has been submitted and that the evaluation process of the habilitation will start.

All required application documents have to be duplicated and submitted in hard copy with authentic (hand signed, not digital or scanned) signatures. The application form with all attached documents has additionally to be submitted by e-mail as one multiple page pdf document without restrictions to the address of [scientia@uni-wuerzburg.de](mailto:scientia@uni-wuerzburg.de). Scans included must not be generated as picture formats. The pdf does not require signatures on the application form. The application is only valid if all required documents are submitted in a multipage pdf document.

**Please arrange your application documents as listed below:**

- Application form
- Motivational letter, if applicable
- Full curriculum vitae in tabular form
- List of publications, if applicable
- Letters of recommendation
- Description of research proposal/exposee
- Time management
- Bibliography
- Certificates (in descending order)
- Other documents (example: birth certificates of children, certificates of employment, proof of placements, etc.)

**The application with all required documents, preferably punched, without pockets or binding, has to be mailed to the Gender Equality Office**

Büro der Frauenbeauftragten der Universität Würzburg

Gerda Lauffer Straße 46

97074 Würzburg

[scientia@uni-wuerzburg.de](mailto:scientia@uni-wuerzburg.de)

**Please note**

**Incomplete applications cannot be considered. Applicants are responsible for ensuring that the application is submitted both electronically and in a twofold paper version.**