

SCIENTIA

# SCHOLARSHIP

Early Career Female Researcher

Support Programme

at the Julius-Maximilians-Universität

## **GENDER EQUALITY FOR WOMEN IN RESEARCH AND TEACHING**

Special funds by the Bavarian Government to promote female candidates to qualify for a professorship – 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)

## Topics

I.	Objective	3
II.	Addressees	3
III.	Funding Period	4
IV.	Type and Extent of Funding	4
V.	Regulations	5
VI.	Submitting an Application	7
VII.	Overview of the funding amounts	10

## **I. Objective**

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

The evaluation process is assessed by the board of the University Women's Representative and the Equal Opportunity Office.

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 scholarships can be awarded where there are good reasons for this.

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 engagement with a minimum of three events organised by the SCIENTIA Funding Programme is obligatory.

## **II. Addressees**

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 position 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.

### 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 Office of the University Women's Representative. 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<sup>1</sup>

#### 1. 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 consultation with the Office of the University Women's Representative prior to applying is required. The funding amount is 1200 € per month and is limited to a maximum of 12 months with denial of extension.

#### 2. 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.

Funding amount: 2400 € 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 are welcomed (2 hours / week recommended).

#### 3. Funding programme for habilitation theses:

Junior female researchers seeking a habilitation as defined in § 98 BayHIG (Bavarian Higher Education Innovation Act) according to the statute of August 5, 2022, can be funded by

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<sup>1</sup> **Annotation:** The following amounts awarded are valid from 1st January 2023.

this programme. Documentation of the acceptance of the habilitation thesis and the admission to the evaluation procedure is required.

Funding amount: 2800 € 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 holder's engagement in teaching over the funding period is welcomed.

#### **4. 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.

Funding amount: 3200 € 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.

#### **5. Childcare subsidies:**

All fellows are eligible for financial help with childcare costs. All children must be under the age of 12. The subsidy for a one child is at a monthly rate of 300 €, 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).

## **V. Regulations**

### **1. 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. In deviation from this, recipients of a doctoral fellowship are permitted the following: Paid work in research and teaching at the university (or non-university research institution) that is useful for the scientific work, up to a quarter of the regular weekly working time. For fellows in the postdoc or subsequent qualification phases, the following applies: remunerated work in research and

teaching at the university (or at other non-university research institutions) that is useful for scientific work is permitted up to one third of the regular weekly working hours. Other sideline occupations without a scientific connection are only permitted up to one eighth of the regular weekly working time. Income from the above-mentioned secondary employments will not be counted towards the stipend. If you are asked to participate in teaching, you may also do so outside the aforementioned time limits. The use or exercise of this permission must be indicated by submission of corresponding written contracts.

## **2. 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. An application is only possible in connection with non-employed work, e.g. care tasks. Part-time scholarships comprise a 50% funding level.

## **3. 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.

## **4. Final report agreement:**

Fellowship holders are required to submit a final report within one month of the end of the 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 three 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 Office of the

University Women's Representative about the submission of their habilitation thesis and to give an account of the anticipated habilitation proceedings and their future research and career plans. [Download sample template final report](#)

## VI. Submitting an application

All application documents must be submitted to the JMU Office of the University Women's Representative. It is a prerequisite to discuss the research proposal with the Office of the University Women's Representative prior to submission.

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.

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

The evaluation process requires the following documents:

### 1. Application form

Please fill this out as detailed as necessary but as concise as possible.

### 2. Signed CV in tabular form incl. school and university education with list of publications

### 3. 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 "[General Guidelines for submitting letters of recommendation](#)".

### 4. Confirmation form about required working facilities

A form signed by the institute's management confirming that an appropriate workplace including infrastructure will be made available to you for the duration of the fellowship to carry out your project. The form will be sent to you after the consultation with the Office of the University Women's Representative.

**5. Brief description of your project with a one-page time management plan**

The description should not exceed three 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 research
- Project description and preliminary studies / groundwork
- Relevance of the project for future career goals
- Research proposal, applied theories and methods, project schedule
- Time planning in the form of a Gantt chart/table or similar (separate sheet)

**6. If applicable, confirmation of admission to the habilitation procedure****7. If applicable, confirmation of submission of habilitation thesis****8. If applicable, for postdoctoral fellowships without a completed doctorate**

- Indication of the defense date (if not yet known: indicate planned date)
- Assessment of the first examiner whether the rating "very good" is to be expected

**9. University degree certificate indicating final grade(s)****10. Certified copy of birth certificates of children, if applicable****11. Certificate of recent fellowships, employment respectively, if applicable**

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

- Application form
- CV with list of publications
- Two letters of recommendation (1 for doctoral candidates)
- Confirmation form about required working facilities
- Description of research proposal/exposé with time management (one page)



- If applicable, confirmation of admission to the habilitation procedure
- If applicable, confirmation of submission of habilitation thesis
- If applicable, for postdoctoral fellowships without a completed doctorate
- Certificates (in descending order)
- Certified copy of birth certificates of children, if applicable
- Certificate of recent fellowships, employment respectively, if applicable

All required application documents have to be in duplicate and submitted in hard copy with authentic signatures (hand signed, not digital or scanned). 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.

**The application with all required documents, preferably punched, without pockets or binding, has to be mailed to the Office of the University Women's Representative**

Julius-Maximilians-Universität  
 Büro der Universitätsfrauenbeauftragten  
 Klara-Oppenheimer-Weg 38  
 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.**

## VIII. Overview of the funding amounts

Scientia: Höhe der Stipendienraten und Kinderzulage(n) ab Ausschreibung 2023

Höhe der monatlichen Stipendienraten (€) ab Ausschreibung der Stipendien für das Haushaltsjahr 2023

	Promotion	Postdoc	Habil	PostHabil
Monatl. Rate ab Ausschreibung Haushaltsjahr 2023	1.200	2.400	2.800	3.200

Höhe der monatlichen Kinderzulage (€) ab Ausschreibung für das Haushaltsjahr 2023

	1. Kind	jedes weitere Kind
Monatl. Kinderzulage(n) ab Ausschreibung Haushaltsjahr 2023	300	100