

Information Sheet for applicants to Bielefeld Young Researchers' Fund, funding line Postdocs

1. Eligibility for filing an application

Young researchers who have completed their doctorate or started the formal process of the doctoral examination ("Eröffnung des Promotionsverfahrens", i.e. formally submitting your thesis) can apply for funding. If you have already completed your doctorate, this should not be more than five years ago at the time of your application. However, special circumstances (for example parental leave, caregiver leave or prolonged illness) will be taken into account. Junior professors are considered members of the group of university lecturers and thus are not eligible to apply. In case of doubt, please contact us.

Applicants must be verifiably connected to Bielefeld University while being funded, but employment is not a prerequisite for funding.

If you are working on a third-party funded project, you may apply for scholarships from the Bielefeld Young Researchers' Fund if the measures you apply for are not part of that third-party funded project. This must be clearly highlighted in the application.

Applicants must clearly demonstrate the way in which they work scientifically independent and how their own research is distinguished from the research profile of the working group in which they are involved.

2. Funding measures

a) Research subsidies, promotion of mobility (maximum funding limit €5,000)

The measure is intended to fund research costs (e.g. materials, literature, student helpers) and research trips (e.g. lab visits, conferences, visits at or by mentors). Please explain why there is no other option for financing and why the purchase/trip etc. is necessary for the intended project.

b) Entry into third-party funded research (maximum funding limit €15,000)

The measure is intended to facilitate preparing your application to an external funding body. You can apply for research subsidies (see above) and travel funds. However, the sum in this measure is higher than in a) to offer substantial support for the start of a new research project. Please explain why there is no other option for financing and why the purchase/trip etc. is necessary for the intended project.

c) Career bridge Doctorate- Postdoc (maximum funding limit €26,000)

In order to finance the costs of living during the transition period following a doctorate, young academics without employment/scholarships can apply for a postdoctoral scholarship (monthly amount €2,000) for a period of up to 12 months. Additionally, a child benefit supplement of €250/month per child will be paid. The scholarship can be increased by the faculty/working unit by a maximum amount of €500/month. This is to be negotiated between you and the faculty. The BYRF has no influence on this process. You may also take employment for a maximum of 8 hours a week, but NOT at Bielefeld University.

This scholarship cannot be granted if you receive a different kind of funding for the same purpose and the same period.

In most cases, the Career Bridge aims to support you while you apply (or prepare to apply) for third party funding of either just your own research position or an entire junior research group. In order to prepare such an application, you can also apply for research subsidies and travel expenses as part of your Career Bridge.

3. Eligible expenditures

	Measure a) (max. €5.000)	Measure b) (max. €15.000)	Measure c) (max. €26.000)
Material costs for special purchases/small equipment which cannot be provided through basic facilities of the work environment or financed through other project funds.	ok	ok	ok
Travel expenses for a) Increasing mobility and networking, for example visiting or receiving visits from scientific mentors. b) Short stays at foreign institutes. c) Participation in conferences or similar events	ok	ok	ok
Assistant costs Please specify the tasks to be carried out by assistants.	ok	ok	ok
Childcare or carer expenses which exist due to the applicants' mobility.	ok	ok	ok
Expenses for further education measures which are carried out for scientific qualification.	ok	ok	ok
Postdoctoral scholarships of €2,000/month for a period of up to 12 months. The scholarship can be increased by up to €500 by the faculty/working unit. It can also be increased by €250/month per child.	---	---	ok

Each person can only apply for one of the funding measures at a time. Repeated applications at different times to the same or different measures are possible. For each funding measure, the individual maximum funding ceiling applies. Funds for assistants, daily subsistence costs and accommodation costs while travelling must be oriented in accordance with standardised budgetary allowances. Your faculty administration should be able to help you estimate these costs.

NON-eligible expenditure

- basic equipment of the working group in which the intended research project is to be carried out ("Grundausstattung")
- consumption costs and printing costs
- consumables
- office equipment

4. Deadline for application and start of the funding period

Each year, two rounds of funding are designed to take place, the deadlines for application are early to mid-**April** and **October**: Please check the official call for applications on our website for the exact dates each time. We aim to reach a decision on all applications towards the end of May/November, respectively.

For the funding round of April, the earliest date your funding may start is 1st July, the latest start date is 15th December. For the funding round of October, the earliest start date will be 1st January of the following year, the latest start date 15th June of the following year. In general, the measures should be completed within 12 months. Please adjust the deadline for your application to the Bielefeld Young Researchers' Fund so that you fulfil the requirements at the start of the funding period.

5. Assistance on applications

The application forms for the Bielefeld Young Researchers' Fund can be downloaded here: uni-bielefeld.de/en/nachwuchsfonds

Please note that your application will only be evaluated by reviewers from outside your faculty (usually outside your faculty). Keep this in mind when describing your research and putting it into the context of the current state of the art. Also make your intended time schedule easy to understand and evaluate for people from other disciplines.

For applications in measures b) and c), we also ask you to supply information on the next career steps you are planning. This includes a description of a third-party funding application you may plan to submit, the expected time of submission, the funding body you plan to submit it to, and what role the BYRF funding will play in these career plans. Please remember to make all this easily comprehensible to reviewers from outside your faculty.

Preferably, measures will be funded which are not or only insufficiently funded by other public or private third-party programmes. The application must indicate that the applicants have investigated different possibilities for financing but are unable to obtain them.

Please submit your application as **one** PDF-document by email to nachwuchsfonds@uni-bielefeld.de. Please also note the list of documents to be submitted as an attachment - this can be seen in the application form.

Every application has to be supported/duly noted by your (future) research group leader and Faculty (dean or head of faculty administration). You can either obtain the respective signatures and stamps on the digital application form, or ask both parties to express their support via email. To this end, ask the head of your research group to send an email stating their support to nachwuchsfonds@uni-bielefeld.de. However, please make sure to include the text describing how you are going to be supported in your research group (section "Statement of the faculty/institute/department") in the application form, too, not just in the email, as the emails are not read by the reviewers. You can then submit your finished application form to your faculty (dean, dean's office or head of administration) via email and ask them to forward it to the above email address. This forwarding process is a statement of their support.

6. Award procedure and assessment criteria

The University Commission for Research and Young Scientists deliberates on applications for funding from the Bielefeld Young Researchers' Fund. The following criteria are applied:

1. Scientific qualification of the applicant

In this section we will evaluate your publication record, scientific independence, dissertation (grade/duration) and participation in scientific exchange. If there are additional aspects that illustrate your qualification, we will also take these into account, for example teaching experience, prizes you won, third-party funding you have acquired, involvement in university bodies or the running of your research unit, qualifications beyond your field of research towards a scientific career and involvement in scientific outreach. More details on these examples can be found in the application form. In case of doubt, feel free to contact us.

2. Quality of your current/planned research project(s) and your intended BYRF measure

This section includes the scientific quality of your project, its fit to your previous research, the fit of your intended measure to the project and the time schedule. An important aspect is the readability to reviewers outside your field.

3. Career development

The BYRF intends to support your career in science. Hence, we will also take into account which effect the project you apply for will have on your career development, i.e. take you closer to becoming eligible for a professorship. Additionally, in funding measures b) and c), we will examine your plans for future positions/funding.

In all measures and for all criteria, we will consider your career stage, i.e. academic age. In addition, you can also inform us of any circumstances which may have impacted your scientific qualification, studies or achievements, in order for this to be considered in the

assessment. Such circumstances could be but are not limited to: long or chronic illness, disability, child care, single parenthood, parental or other family leave, carer for other relatives, military, civil or voluntary service, constraints due to the Covid-19-pandemic, earning your livelihood during your PhD in jobs unrelated to your research (e.g. teaching or jobs outside academia), being the first generation in your family to study, international migration, integration phases, acquiring of new languages, asylum applications. All information will be treated confidentially.

Please note that your current or expected future financial situation will not affect the BYRF's decision.

A preselection of the projects which are eligible for funding is made based on the application documents. Applicants who are eligible for funding may be asked to present their project to the University Commission. Subsequently, the University Commission makes a recommendation to the Rectorate. The Rectorate decides on the allocation of funds based on the funds available and the quality of the applications.

7. Funding report

All those who have received financial support are requested to submit a brief funding report at the end of the funding period.

8. Information event on the application procedure & Contact

We are offering information meetings concerning BYRF's funding options and applications procedure. Please check the website [www.uni-bielefeld.de/\(en\)nachwuchsfonds](http://www.uni-bielefeld.de/(en)nachwuchsfonds) for the current dates. We highly recommend you attend the event to address individual questions. Outside the event, you can reach us at nachwuchsfonds@uni-bielefeld.de.