

Information for Applicants 01 a

FUNDING INITIATIVE

Symposia

Profile Area Exploration

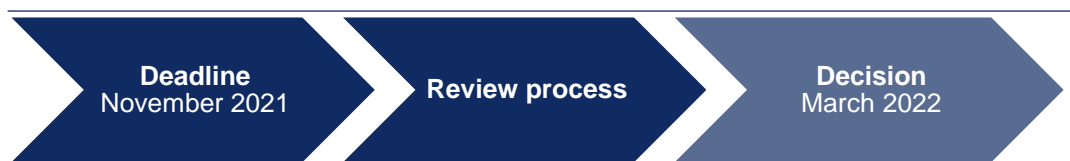
Next deadline: 2 November 2021



all disciplines



Type of funding: symposia at conference center Xplanatorium Herrenhausen Palace, Hannover



1 OBJECTIVES

PROFILE AREA “EXPLORATION”

In the profile area “Exploration”, the Volkswagen Foundation aims to provide researchers with opportunities to contribute to resolving major science-driven challenges with unorthodox questions and experimental methods. As a future lab, the Foundation wants to pave the way for new topics and research methods and establish previously untapped research fields.

THE INITIATIVE

Within the funding initiative “Symposia”, the Foundation supports events which provide the opportunity to develop new ideas and cutting-edge research perspectives and promote the discussion of topics and approaches which have not been addressed so far. Generally, these meetings have to have an **interdisciplinary** and **international** orientation. In exceptional and duly justified cases, it may also be possible to fund events within the context of a single discipline, provided that the results are expected to shed new light on the respective subject. Generally, the Foundation puts strong emphasis on a significant scientific issue as initial motivation for any funded symposium.

The Foundation expects an active participation of doctoral students and postdocs as well as a significant representation of women both as speakers and participants. The Foundation particularly encourages the development and testing of new event formats and methods to promote interaction among participants.

2 SCOPE OF FUNDING

Symposia funded by the Foundation take place at the conference center Xplanatorium Herrenhausen Palace, Hannover, within the framework of the Volkswagen Foundation's "Symposia Weeks" (see website for dates). The venue offers meeting and conference rooms of different sizes, together with a professional organizational as well as technical infrastructure. In addition to the provision of this infrastructure and handling of organizational tasks, symposia are supported with funds covering personnel as well as non-personnel or publication costs. Support can be made available for events with usually up to 50 participants.

Apart from specific calls for proposals for so called 'thematic weeks', funding is open for any topic and not restricted to particular subject areas. It is therefore not necessary to address a topic related to a current funding initiative from the Foundation's funding portfolio.

3 GENERAL CONDITIONS

Eligible for funding are researchers

- from all fields, who are employed at a scientific institution in Germany,
- at all career levels after the PhD,
- from foreign institutions applying as co-applicants.

Funds may be requested to cover the following costs:

- **personnel**
 - funds for support staff during preparation, running and follow-up of the event
- **non-personnel costs**, e.g.
 - travel expenses for participants actively involved in the event. The costs are expected to be kept to a minimum, especially with regard to air travel. The Foundation expects a critical examination of the necessity of flights and, as far as possible, the use of alternative means of transport.
 - expense allowances for freelancers (e.g. journalists), who are actively involved in the event.
 - expenses for accommodation (please estimate € 120 per night/person).
 - funds for child care within the scope of the event (however, child care cannot be provided on site at Herrenhausen Palace).
- **publication expenses.** The Foundation generally expects that the results of the meeting will be published online and open access. Typical conference proceedings and pure print publications are not funded.

As part of the grant various services will be organized by the Volkswagen Foundation for you at Herrenhausen Palace:

- hotel reservations,
- provision of conference equipment,
- catering.

The Foundation shall not be held liable for commitments incurred prior to the receipt of a grant letter.

4 APPLICATION AND SELECTION PROCEDURE

Application

- **Short project description, (tentative) program of the event, short CVs of all applicants, budget plan** (see section 5)
- Applications should be written in English or German.
- Submission via the electronic application system of the Volkswagen Foundation (see section 5.). Please familiarize yourself at least three weeks before the deadline with the electronic application system to avoid problems at the final stage of the application process.

A decision is made after a consultation of external reviewers, usually three to four months after the deadline. In addition to the objectives of the symposium program described in section 1, the scientific quality of the event and the overall conclusiveness of the application are decisive factors in the review process.

5 APPLICATION CHECKLIST

Please submit your application online via the Volkswagen Foundation's electronic application system, using the templates which can be found at the end of section 6.

Applications can be submitted in German or English. The following attachments (pdf files) should be uploaded:

- **Short proposal** (please use the template provided at the end of section 6)
- Preliminary **program of the event**, please list thematic focal points and chosen event formats.
- **Short CVs of all applicants** (max. 2 pages per applicant, please submit all CVs in one file).
- Preliminary **list of participants** including the following information: Surname and first name(s) of all participants, gender, nationality, academic degree(s), field of studies. Please state whether attendance is confirmed or not.
- **Miscellaneous** (optional)

Please enter a **budget plan** directly in the application system

Please obtain information about the electronic application system of the Volkswagen Foundation prior to submitting your application. Information can be found in the document "Electronic Application System – Instructions and Tips" (see section 6). For technical questions regarding the use of the portal, please contact support@volkswagenstiftung.de.

6 CONTACT AND FURTHER INFORMATION

Further Information

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Additional Information

- [Webpage „Symposia“](#)
- [Template Proposal \(download\)](#)
- [Application FAQs](#)
- [Electronic Application System – Instructions and Tips](#)
- [Volkswagen Foundation Electronic Application System](#)