Call for Applications
Gender Research Doctoral Grant at Paderborn University – 2020

For doctoral students at Paderborn University, the Executive Board awards a three-year doctoral grant to particularly qualified junior scientists and academics in the field of gender research. The amount of the grant is:

2,000 EUR per month
(plus a child allowance, if appropriate)

The decision to award the grant is taken by the Executive Board upon the recommendation of the Committee for Research and Junior Academics.

Applications can only be submitted by junior scientists themselves. As a rule, the period between graduation with a university degree and the commencement of the grant funding should not exceed 15 months.

The following documents must be enclosed with the application:

1. Description of the doctoral dissertation project, including the working title of the dissertation, (max. 2 pages) + schedule and literature references
2. CV
3. Positive endorsement from the applicant’s supervisor
4. Proof of the applicant's current income
5. Copies of the secondary school leaving/diploma/degree certificates (university entrance qualification, BSc., MSc.)
6. Declaration of consent for data processing (original signed by the applicant)

Double applications for the Gender Research Doctoral Grant and basic scholarship should be avoided.

Applications must be submitted to the Paderborn University Central University Administration, Department 2, in both written and electronic form (as one single complete PDF file).

Please also observe the Guidelines for Gender Research Doctoral Grants. They can be found on the website of the Committee for Research and Junior Academics https://www.uni-paderborn.de/forschung/fk/.

<table>
<thead>
<tr>
<th>Application deadline: 28 February 2020 (cut-off date)</th>
<th>Start of grant funding: 1 June 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-selection: 7 April 2020</td>
<td>Presentation date (final selection): 19 May 2020</td>
</tr>
</tbody>
</table>

Reference person in the Central University Administration (Department 2):
Dr. Anke Backer: B2.232  Phone: +49 (0)5251 60-2563  Email: backer@zv.uni-paderborn.de
Katharina Patz: B2.336  Phone: +49 (0)5251 60-5216  Email: katharina.patz@zv.uni-paderborn.de
Guidelines for Gender Research Scholarships
(Research Committee, dated 12-11-2019)

I General Information

A scholarship can be awarded to particularly qualified junior scientists. The academic doctoral project should be expected to make an important contribution to the field of gender research.

The decision to award the grant is taken by the Executive Board upon the recommendation of the Committee for Research and Junior Academics (Research Committee).

Both German citizens and citizens of foreign countries are eligible for the grant.

The scholarship is financed from the Fund for Measures for Financing Research Projects.

II Applications

The grant is only awarded upon application. Applications can be submitted by interested and qualified junior scientists and academics. As a rule, applications must be submitted to the Research Committee at the end of February of each year (please note the current deadline for submitting the application).

The following documents must be enclosed with the application:
  1. Description of the doctoral dissertation project (max. 2 pages) + schedule and literature references
  2. CV
  3. Positive endorsement from the applicant’s supervisor
  4. Proof of the applicant’s current income
  5. Copies of the secondary school leaving/diploma/degree certificates (university entrance qualification, BSc., MSc.)
  6. Declaration of consent for data processing (original signed by the applicant)

Acceptance of the grant obligates the grant holder to follow the rules of good scientific practice and to inform the Paderborn University Central University Administration if a career opportunity arises from the funded doctoral dissertation.

III Type of Funding

Financial support is provided in the form of a grant. The approval of the grant is subject to the proviso that appropriate budget funds are available for the grant period. There is no entitlement to the grant.
1.) A scholarship may be granted to applicants who demonstrate academic performance and exam results that are far above average requirements and who are preparing for a doctoral degree.

As a rule, the period between graduation with a university degree and the commencement of the grant funding should not exceed 15 months (exceptions must be explained in detail).

For applications for scholarships, prior academic achievements and the preparations for the doctoral project must be described and a work plan outlining the content and schedule for the doctoral dissertation must be submitted. The first two years of funding serve to implement the research work, the third year to write the doctoral dissertation.

2.) A scholarship cannot be awarded if the grant applicant/holder receives or has received other funding from public sector or publicly-funded private institutions for the same purpose and for the same period.

3.) In addition, a grant cannot be awarded if the grant applicant/holder is employed for more than 9.5 hours per week (annual average). A secondary employment must performed outside the Paderborn University and must be reported without being asked. A secondary employment at Paderborn University is not permitted in addition to the scholarship.

IV Duration of Funding

The duration of the funding is generally three years.

The grant holder may extend the maximum funding period by up to 12 months if he/she lives with his/her child/children in a household at the time the grant period commences and if at least one child is under 12 years of age. This also applies if the first child is born during the scholarship period.

Extension requests must be submitted in good time before the end of the eligibility period.

As an exceptional case, the grant period can be suspended one time only for a maximum of one year during the funding phase. A detailed and substantiated request for this must be submitted. The grant holder must verifiably demonstrate the continuance of his/her academic education and the progress of the doctoral project.

V Duration of Approval Period

The scholarship is approved and granted for three years.

The grant can be approved and granted for a shorter period of time if the funding purpose can be achieved during this shorter period or if a transition to another form of funding is expected to take place after this shorter period.
The approval period shall expire no later than
a) With the opening of the doctoral process,
b) when the criteria in Section III) points 2 and 3 are met.

Changes in circumstances that are relevant to the award of the grant or concerning statements or explanations that were made in connection with the application must be reported immediately.

The scholarship instalment can be paid out for the last time at the time of the opening of the doctoral procedure, after which the entitlement to further funding lapses. The scholarship holder must inform the Commission for Research and Junior Academics of this in good time (two months before the opening).

VI Reporting Obligations

Prior to the end of the first funding year (after 10 months), and the second funding year (after 22 months) the grant holder must submit a progress report on his or her work during the grant period and describe the results of the dissertation project. The supervisor of the dissertation project submits a progress report on the grant holder’s progress and achievements to date.

The Committee for Research and Junior Academics annually assesses the progress of the projects on the basis of the reports and expert opinions submitted by the supervisors and examines whether the scientific achievements achieved so far justify continued funding.

At the latest 6 months after the end of the grant period, the grant holder must inform the Committee for Research and Junior Academics whether and when the dissertation was submitted.

If, in an exceptional case, the grant holder is unable to submit the dissertation by the end of the grant period, he or she must explain the reasons, describe the status of the dissertation thus far and outline its intended progress in a work report.

If the grant is not extended or if the grant holder does not complete his or her dissertation after the end of the approved extension period, the grant holder shall be obligated to report annually, at a date to be determined, on the status of the doctoral project and dissertation until the dissertation has been completed, but at a minimum before three years have passed after the funding period.

If the doctoral project and dissertation are not completed within three years after the end of the funding period, the Committee for Research and Junior Academics will decide on the further course of action in one of its meetings by discussing it as a separate agenda item.
VII Amount of Grant

A grant is awarded in the amount of 2,000 Euro per month (maximum amount).

In line with the funding rates of the programmes of the scholarship organisations (Begabtenförderungswerke) under the umbrella of the German Federal Ministry of Education and Research (BMBF), the grant holder shall receive a child allowance in the amount of a lump sum of 400 EUR/month if he/she has to support at least one child under 18 years of age. This amount is increased by 100 EUR per month for each additional child. If both parents receive a grant/scholarship in accordance with these guidelines or if the other parent receives funding for the same purpose, the child allowance is only granted to one parent (notification obligation applies). The child allowance is paid starting from the month in which the entitlement arises.

The grant holder must proactively inform the University about benefits he/she receives under the German Federal Parental Allowance and Parental Leave Act (Bundeselterngeld- und Elternzeitgesetz) and the state laws on child-raising allowances; such benefits will be credited against the scholarship.

The financial support is provided in the form of a grant. There is no entitlement to this grant.

Any taxes related to the grant are the responsibility of the grant holder. The grant holder is aware that the grant provider is required to inform the tax authorities in accordance with the German Transaction Reporting Regulations (Mitteilungsverordnung, last amended 23-12-2003).

VIII Revocation of the Grant Award Notice

1.) The grant award notice may be revoked in whole or in part at any time, even with retroactive effect, if it becomes evident that the grant holder has not made the necessary efforts to achieve the purpose of the grant and is responsible for those circumstances. The grant award notice may be revoked in whole or in part at any time with retroactive effect if it is determined that the grant holder is not or was not continuously enrolled at Paderborn University during the funding period.

2.) If the grant holder postpones or suspends his or her academic project, he or she must immediately notify Paderborn University. Payment of the grant will then be revoked with effect from the time of the postponement or suspension.

3.) Once the dissertation defence/doctoral exam has been passed, the grant award notice will be revoked with effect from the end of the month in which the oral examination took place.

The grant may be revoked in whole or in part with retroactive effect if the grant holder

a) has obtained the scholarship by providing inaccurate or incomplete information or has not communicated any subsequent changes that would invalidate the requirements of the grant;
b) has not submitted the dissertation by the end of the funding period or, in the case of Section IV, by the end of the extended period and he/she is responsible for that circumstance;

c) has not complied with reporting obligations or has not complied with them on time;

d) has received other funding or financial support during the funding period within the meaning of III. (2.).

4.) If the grant is revoked with retroactive effect, the grant must be repaid in accordance with the extent of the revocation.

5.) The approval of the grant award is subject to the proviso of the grounds for revocation specified in points 1 - 3. The right of revocation must be attached to the grant award notice.

6.) The Executive Board decides on the revocation upon the recommendation of the Committee for Research and Junior Academics. The grant holder is given the opportunity to make a statement beforehand.
Data Protection Notice for Doctoral Grant Awards and Gender Research
Doctoral Grants

This data protection notice provides information on the processing of personal data within the scope of doctoral studies scholarships at Paderborn University.

By issuing this data protection notice, Paderborn University is complying with its duty to provide information pursuant to Article 13 of the EU General Data Protection Regulation (EU GDPR). With regard to the terms used in the following, e.g. “personal data”, “processing”, “controller”, etc., please refer to the definitions in Article 4 of the EU GDPR.

(1) Information about the personal data we collect and process

As part of the application and selection process for doctoral studies scholarships at Paderborn University, personal data will be collected from you for the following purposes:

I. For application, selection and administrative purposes
   - Name
   - Contact information
   - Date of birth
   - Nationality
   - Faculty
   - CV
   - Doctoral project information
   - Positive endorsement from the applicant’s supervisor
   - Proof of current income
   - University degree certificates
   - Doctoral project reports

II. Additional data for scholarship administration
    - Bank account information
    - Tax data
    - Marital status

III. For statistical surveys
    - Anonymised data from the above

IV. For processing enquiries and providing consultation
    - Email address and/or telephone number, and, if required, name
    - Data needed to process the enquiry
(2) Legal bases

The collection of personal data within the scope of providing advice and assistance as well as the application for a scholarship is based on the consent of the data subject, pursuant to Article 6 (1a) of the EU GDPR.

The legal basis for processing personal data for the purpose of scholarship administration as well as the statistical evaluation arises from Article 6 (1a) of the EU GDPR. Scholarships are awarded and administered within the scope of the University’s remit.

The legal basis for sending tax disclosures arises from Article 6 (1a) of the EU GDPR in conjunction with the German Transaction Reporting Regulations (Mitteilungsverordnung/MV).

(3) Data transmission

One exception is the publication of the doctoral candidates if they have provided their consent for this purpose.

Paderborn University is legally required to transmit data in certain cases to the competent tax authority. This will be carried out in accordance with the German Transaction Reporting Regulations (MV), a tax disclosure on payments made in connection with the scholarship.

In individual cases, data may also be transferred to third parties in compliance with a legal requirement, for example to law enforcement authorities for the purpose of investigating criminal offences within the extent of the provisions of the German Code of Criminal Procedure (Strafprozessordnung/StPO).

If technical service providers have access to personal data, the access is regulated on the basis of a contract in accordance with Article 28 GDPR.

(4) Duration of processing / deletion of data

The data of applicants whose application is not approved will be deleted or – if the data is in the form of paper documents – destroyed three months after the selection process has been completed.

Data of applicants whose application is approved will be deleted or destroyed one year after completion of the doctoral degree or one year after exmatriculation.

Data of applicants pertaining to scholarship payments will be deleted or destroyed 10 years after the end of the funding period.

(5) Contact information

The responsible entity for the scholarship allocation procedure is Paderborn University, a legal corporation under public law funded by the German state of North Rhine-Westphalia. Paderborn University is represented by the President.
Contact data of responsible entity
Paderborn University
Warburger Strasse 100
33098 Paderborn, Germany
Tel.: +49 (0)5251 60-0
www.uni-paderborn.de

Contact data of Data Protection Officer
The Data Protection Officer of Paderborn University can be reached by postal mail at the address
of the responsible entity listed above or as follows:

Email: datenschutz@uni-paderborn.de
Tel.: +49 (0)5251 60-4444
http://www.uni-paderborn.de/datenschutz

(6) Your rights as a data subject
As a data subject, you may assert the rights granted to you by the EU GDPR at any time:

- the right to know if and which of your personal data is being processed (Article 15 GDPR);
- the right to have any inaccurate personal data rectified or incomplete data completed (Article 16
  GDPR);
- the right to have your personal data deleted (erased) in accordance with the provisions in Article
  17 GDPR;
- the right to restrict the data processing in accordance with the provisions in Article 18 GDPR;
- the right to object to having your personal data processed in the future in accordance with the
  provisions in Article 21 GDPR.

In addition to the aforementioned rights, you also have the right to lodge a complaint with a data protection
supervisory authority (Article 77 GDPR), for example the state commissioner responsible for overseeing
the University:

Landesbeauftragte für Datenschutz und Informationsfreiheit Nordrhein-Westfalen (State
Commissioner for Data Protection and Freedom of Information in North Rhine-Westphalia)
Kavalleriestraße 2-4
40213 Düsseldorf, Germany
Tel.: +49 (0)211 38424-0
Email: poststelle@ldi.nrw.de
(7) Validity of this Data Protection Notice

This data protection notice is currently valid and applicable; this version is dated 09-01-2020.

We reserve the right to update this data protection notice to ensure that it is always compliant with current legal, official and regulatory requirements. The further modification of our websites may also necessitate changes to this data protection notice. You can access and print out the current data protection notice at any time on our website at [http://www.uni-paderborn.de/forschung/fk/](http://www.uni-paderborn.de/forschung/fk/).
To
Paderborn University
Division 2.2
Ms Katharina Patz
Warburger Straße 100
33098 Paderborn, Germany

Declaration of Consent - Doctoral Scholarships and Gender Research Doctoral Scholarships at Paderborn University

Surname, first name:  ________________________________________________________________
Date of birth:  ________________________________________________________________
Department / Faculty:  ________________________________________________________________

By signing below,

☐ I hereby confirm the accuracy and completeness of the information provided in my scholarship application and the authenticity of all supporting documents sent in both digital and paper form. I am aware that if any information is incorrect or inaccurate, funding can be revoked and any funds already received must be repaid.

☐ I hereby consent (pursuant to Section 6 (1a) of the GDPR) to having my transmitted personal data stored and processed. I have received and acknowledged the Data Protection Notice provided to me with regard to the awarding of Doctoral Scholarships and Gender Research Doctoral Scholarships at Paderborn University.

☐ I hereby confirm that I have read and accept the Guidelines for Awarding Doctoral Scholarships (in the version dated 12-11-2019) or Gender Research Doctoral Scholarships (in the version dated 12-11-2019) at Paderborn University.

☐ In the case of being awarded a scholarship, I hereby consent (pursuant to Section 6 (1a) of the GDPR) to my name, details about my dissertation and, if required, photos connected to the certificate award ceremony being published by the University.

I have the right to revoke my consent to having my data processed at any time, with effect for the future. The lawfulness of the processing of data until the time consent is revoked remains unaffected by this. My data will then be deleted immediately and the submitted documents will be destroyed in compliance with data privacy and protection regulations. The data to be legally stored and retained within the scope of the University’s duty to produce documentary proof shall not be affected by the deletion. In the event that I revoke my consent, the scholarship applied for may not be awarded or may no longer be awarded.

City, Date  _______________________________  Signature of Applicant  _______________________________
Notes on Declaration of Consent - Paderborn University Doctoral Scholarships and Gender Research Doctoral Scholarships

Without confirmation of the accuracy and completeness of the information provided as well as a declaration of consent to the storage and processing of data, it is not possible to be considered in the award process for doctoral scholarships and gender research doctoral scholarships. There are no further consequences.

The consent to my data being published is voluntary. Lack of consent or a subsequent revocation of the consent to data being published does not result in any disadvantages regarding the award of doctoral scholarships and gender research doctoral scholarships. However, in the case of a prize being awarded to selected scholarship recipients, it will not be possible to participate in the public prize award ceremony.

Please be aware that if personal data is published online, it is possible for any person worldwide to access this personal data - for example with the help of search engines (e.g. Google). It is thereby possible for personal profiles to be created (profiling) through the linking of this information with other data regarding your person that is accessible online. The data can also be used for other purposes. Search engine archiving functions (for example www.archive.org) allow such data to be accessed even when the information has already been removed or edited on the University website.
To
Paderborn University
Division 2.2
Ms Katharina Patz
Warburger Straße 100
33098 Paderborn, Germany

Declaration of Consent - Doctoral Scholarships and Gender Research Doctoral Scholarships at Paderborn University

Surname, first name: ________________________________________________________________
Date of birth: ________________________________________________________________
Department / Faculty: _____________________________________________________________

By signing below,

☐ I hereby confirm the accuracy and completeness of the information provided in my scholarship application and the authenticity of all supporting documents sent in both digital and paper form. I am aware that if any information is incorrect or inaccurate, funding can be revoked and any funds already received must be repaid.

☐ I hereby consent (pursuant to Section 6 (1a) of the GDPR) to having my transmitted personal data stored and processed. I have received and acknowledged the Data Protection Notice provided to me with regard to the awarding of Doctoral Scholarships and Gender Research Doctoral Scholarships at Paderborn University.

☐ I hereby confirm that I have read and accept the Guidelines for Awarding Doctoral Scholarships (in the version dated 12-11-2019) or Gender Research Doctoral Scholarships (in the version dated 12-11-2019) at Paderborn University.

☐ In the case of being awarded a scholarship, I hereby consent (pursuant to Section 6 (1a) of the GDPR) to my name, details about my dissertation and, if required, photos connected to the certificate award ceremony being published by the University.

I have the right to revoke my consent to having my data processed at any time, with effect for the future. The lawfulness of the processing of data until the time consent is revoked remains unaffected by this. My data will then be deleted immediately and the submitted documents will be destroyed in compliance with data privacy and protection regulations. The data to be legally stored and retained within the scope of the University’s duty to produce documentary proof shall not be affected by the deletion. In the event that I revoke my consent, the scholarship applied for may not be awarded or may no longer be awarded.

___________________________  ______________________________________
City, Date                        Signature of Applicant
Notes on Declaration of Consent - Paderborn University Doctoral Scholarships and Gender Research Doctoral Scholarships

Without confirmation of the accuracy and completeness of the information provided as well as a declaration of consent to the storage and processing of data, it is not possible to be considered in the award process for doctoral scholarships and gender research doctoral scholarships. There are no further consequences.

The consent to my data being published is voluntary. Lack of consent or a subsequent revocation of the consent to data being published does not result in any disadvantages regarding the award of doctoral scholarships and gender research doctoral scholarships. However, in the case of a prize being awarded to selected scholarship recipients, it will not be possible to participate in the public prize award ceremony.

Please be aware that if personal data is published online, it is possible for any person worldwide to access this personal data - for example with the help of search engines (e.g. Google). It is thereby possible for personal profiles to be created (profiling) through the linking of this information with other data regarding your person that is accessible online. The data can also be used for other purposes. Search engine archiving functions (for example www.archive.org) allow such data to be accessed even when the information has already been removed or edited on the University website.