

Funding Conditions of the Fund for Measures for Financing Research Project (Start-up Financing)

I. GENERAL INFORMATION

The preparations needed to start the application process for outstanding projects in connection with the EU, the German Research Foundation (DFG), the German Federal Ministry of Education and Research (BMBF) and other relevant foundations are very extensive and involve considerable financial expense. The Research Committee therefore provides a limited amount of funds to support project preparation activities associated with such applications.

II. WHO CAN APPLY?

Applications for funding from the Fund for Measures for Financing Research Projects can be submitted by members of Paderborn University who are doing independent research and want to take part in the following coordinated programmes acting in a spokesperson function:

- Structure-creating German Research Foundation (DFG) funding programmes: collaborative research centres, research training groups, research units, priority programmes
- EU research projects in the relevant framework programme (currently HORIZON 2020)
- Funding programmes of constructive importance for Paderborn University, for example through funding institutions such as the German Federal Ministry of Education and Research (BMBF), the Minister of Culture and Science of the German State of North Rhine-Westphalia (MKW-NRW), etc. or prominent relevant foundations (e.g. Volkswagen Foundation).

III. APPLICATIONS

Applications must be submitted at least 14 days before the next meeting of the Research Committee, using the attached form. Applications must be submitted to the Paderborn University Central University Administration, Division 2.2.

If additional start-up funding is available, e.g. from the state of North Rhine-Westphalia (such as the programme line “Start-up Funding for Applying for EU Funding in the Field of Social Sciences and Humanities”), the option of applying for such funding must be utilised first.

IV. DEADLINES AND RESPONSIBILITIES

- 1.1 The application must be submitted in advance of the planned project preparation activities. Funds cannot be allocated retroactively.
- 1.2 The decision to allocate the funding is taken by the Executive Board upon the recommendation of the Committee for Research and Junior Academics (Research Committee / FK).

V. AMOUNT OF FUNDING

Line 1 German Research Foundation (DFG) Funding:

The following DFG research programmes: Collaborative research centres (CRC) Research training groups (RTG), Research units (RU), Priority programmes (PP), are funded as follows:

	Application Process	Step 1 in EUR	Step 2 in EUR	Renewal proposals
CRC	2-step	40,000	20,000	up to 20,000
CRC/TRR*	2-step	up to 40,000	up to 20,000	up to 20,000
RTG	2-step	30,000	20,000	up to 20,000
RU	2-step	20,000	20,000	up to 20,000
PP	1-step	20,000		

Prerequisite for the funding:

- Applicant must have a coordinating function.

*When participating in a CRC/TRR, full-time spokespersons of a CRC/TRR receive 100% of the funding; part-time spokespersons of Paderborn University (UPB) receive funding depending on the percentage of participation of the UPB professorships.

(Example: CRC/TRR Bielefeld University/UPB; full-time spokesperson Bielefeld University; 20 professorships are involved in the CRC/TRR, 10 of them UPB. Therefore, the part-time UPB spokesperson can receive 50% (20,000 €) for the 1st step, 50% (10,000 €) for the 2nd step.)

** Applications for the preparation of renewal proposals can only be supported if they are not already supported by other university funds or funds from the funding institution.

If a special fact exists, the promotion of renewal proposals is possible. For example, the following special facts could occur:

- Repair, maintenance or acquisition costs of machines
- Reorganization of a research program, which requires additional need for applicants
- Unforeseeable additional needs, that cannot be covered by the funding institution.

It must be ensured and justified in particular why the funds cannot be provided elsewhere (third-party funds, program allowance, faculty).

Line 2 EU Funding:

EU projects are funded as follows:

EU Framework Programme	Application Process	Funding amount for the application process in EUR	Funding amount after approval of the application in EUR
HORIZON 2020	1-step	20,000	20,000

Prerequisite for the funding:

1. Applicant is a consortium manager.

2. No other financial support is being received from external funding providers (e.g. start-up financing from the state).
3. The involvement of Paderborn University's EU Research Advising staff / Division 2.2 is mandatory, in order to ensure the best possible support. Accordingly, at least 3 weeks prior to submitting the application, the applicant must contact the EU advisors to coordinate the application with them.

The funds can be used freely for project preparation activities (preferably for travel expenses and workshops).

Line 3 Other Funding Organisations:

Applications for major funding – comparable e.g. to the German Research Foundation (DFG) research training groups or research units – from other funding institutions, foundations, ministries, etc. (such as the German Federal Ministry of Education and Research (BMBF), Thyssen Foundation, Volkswagen Foundation, Minister of Culture and Science of the German State of North Rhine-Westphalia (MKW-NRW), etc.) are funded as follows:

Application Process	Step 1 in EUR	Step 2 in EUR	Renewal proposals
1-step	30,000	-	up to 20,000
2-step	20,000	20,000	up to 20,000

Prerequisite for the funding:

1. Established, prominent funding institution
2. The research project is of strategic importance for Paderborn University.

Applications must include relevant information and materials about the respective funding institution, foundations, etc. and the respective funding programme.

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- Repair, maintenance or acquisition costs of machines
- Reorganization of a research program, which requires additional need for applicants
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VI. REPORT

As a "learning organisation", the Research Committee should be informed of both positive and negative evaluation results.

Application for Financing through the Fund for Measures for Financing Research Projects
Committee for Research and Junior Academics

(Application to submit to the Central University Administration / Division 2.2)

Applicant	Position/Title/ Pay Scale/Salary Group	Phone no. (UPB-internal)	Office no.	Faculty/Department
Project name				Application dated
Spokesperson function/ Consortium management			<input type="checkbox"/> Yes	<input type="checkbox"/> No
Funding programme being applied for financing the project:				
<input type="checkbox"/> Line 1: DFG funding <input type="checkbox"/> CRC <input type="checkbox"/> CRC/TRR <input type="checkbox"/> RTG <input type="checkbox"/> RU <input type="checkbox"/> PP				
<input type="checkbox"/> Line 2: EU Funding Name of EU Framework Programme Application advice has been provided by the EU Research Advising staff, the recommendation is enclosed with the application <input type="checkbox"/>				
<input type="checkbox"/> Line 3: Other funding organisations Name of funding institution and funding programme				
Project consortium or network partner:				
Expenses for preparatory activities:				
a) Requested material resources				EUR
b) Requested staff appropriations (research assistants, research assistants with bachelor's degree, student assistants)				EUR
Expected date of submission to the funding provider:				

Will funding be / Has funding already been applied for elsewhere for this or similar "projects"?

No Yes (please list separately)

Please observe the eligibility conditions for the Fund for Measures for Financing Research Projects managed by the Committee for Research and Junior Academics (FK). The funding conditions are available in Division 2.2 of the Central University Administration and on the FK website (<https://www.uni-paderborn.de/forschung/fk/>).

Signature of applicant

Attachment

Short summary of the project objective incl. Statement of the project consortium, naming of the involved scientists of the UPB, indication of a timetable and the expected funding amount for the UPB as well as Description of the application of the requested funding (max. 2 pages).