

LUDWIG-  
MAXIMILIANS-  
UNIVERSITÄT  
MÜNCHEN

WOMEN'S REPRESENTATIVE  
DR. MARGIT WEBER, AKAD. DIREKTORIN



## Information regarding funding from the 2017 Bavarian Gender Equality Grant (BGF) Promoting equal opportunity for women in research and teaching

### Stipends for excellent graduate researchers

#### Grant's objective

The grant's objective is to support emerging graduate female researchers at the LMU who meet one of the following criteria:

- their habilitation paper received a positive assessment,
- they were previously habilitated,
- or they were successfully evaluated for a junior professorship, so they can continue their research work: during the timeframe following receipt of a positive assessment on the habilitation paper and successful completion of the habilitation; during the application period (for a professorship) or until they are appointed as a professor, at the latest.

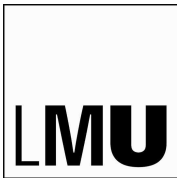
#### Application eligibility

Any emerging graduate female researcher who, from the time of application submission to the end of the grant period, holds either a position at the LMU, or if she has no position, can demonstrate an institutional affiliation or close connection with the LMU (such as a confirmation from a researcher of the LMU that he/she will provide you with the necessary working resources in his/her research facility for the duration of the proposed project within the context of the stipend, e.g. a desk, an office, or a workplace in a lab) is eligible to apply. To demonstrate this, the applicant must submit written evidence from the faculty/department: The faculty/department that the project is assigned to must guarantee the close institutional affiliation in writing.

A stipend can only be granted if the research fellow takes leave from her employment agreement/position or disengages herself from any other ongoing stipend. The possibility of being granted leave must be discussed with the supervisor/boss/superior prior to application. In the event a stipend is approved, copies of any related documentation certifying approval of the leave must be submitted immediately to the university's Women's Representative.

In the case of a half-time position, it is possible to apply for a part-time stipend (50%), or if taking leave from this half-time position, one can apply for a full-time stipend. In the case of a full-time position, it is possible to apply for a full-time stipend if one is taking leave from this full-time position, or for a part-time stipend if one is taking leave from 50% of this full-time position. In case of parental leave, it is possible to apply for a part-time stipend (50%).

Fellows must focus solely on the project that is being funded by the grant. Basically, the funded research fellows must devote all their manpower to the research project being funded by the grant; in case of a full-time-stipend spare time work is not possible. However, being involved in (paid) teaching



during the term of the grant is welcome, at a maximum of 4 hours/week. The teaching assignment cannot detract from, interfere with, or delay completion of the project being funded by the stipend.

### Scope of grant

Stipend amount: 3.000 EUR/month (full-time stipend 100%); 1.500 EUR/month (part-time stipend 50%). In addition to the monthly stipend installments, there is also a supplemental allowance for children which is granted until the child's 18th birthday: 200 EUR for one child, 100 EUR for each additional child.

Stipend term: The stipend term runs for a maximum of 12 months. For first-time applications, it begins on 10/1/2017, and for follow-on applications, it begins immediately following the preceding grant. The request for proposals for 2017 is subject to budget approval.

If the timeframe of the grant overlaps periods of maternity leave, the stipend will continue to be paid, and one can apply to have the stipend extended by these periods that overlap with the time of the grant. A full-time stipend must be interrupted for parental leave, but it can be resumed after the leave. A part-time stipend can be continued during parental leave.

Stipends for the Bavarian Gender Equality Grant do not constitute a labor or service relationship. The payments are not compensation for work performed and are not subject to any social security requirements. Accordingly, the stipend does not include any contribution for social security or health insurance. The stipend recipient is responsible for obtaining her own health insurance.

### Submitting an application: deadline 3/17/2017 at 1:00 p.m.

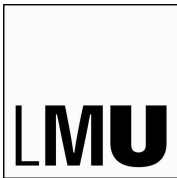
**The application period begins on 1/27/2017 and ends on 3/17/2017 at 1:00 p.m. (the online application portal closes at 1:00 p.m.)**

Applications are submitted online. You will need to have the following documents available to upload as a PDF (max. 5 MG per file):

- Signed résumé/CV
- List of publications (format in keeping with conventions in academia)
- Project description (format in keeping with conventions in academia): Your project description should answer the following questions, with a maximum of 6 pages\*: Issue/subject: What are the key objectives of the research project? What are the project's central research questions? Which theories and methods are being applied? What are the anticipated results? Wherein lies the innovation potential that makes this especially worthy of funding? What does the project contribute to the field of research? Preliminary studies/groundwork? Your description should also include a summary that is generally easy to understand, **a project schedule**, and an explanation of where the project fits into your overall **career plan**.
- Written proof from the faculty/department that meets one of the following criteria: your habilitation paper received a positive assessment; you were previously habilitated; you were successfully evaluated for a junior professorship.

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\* Use Arial 11 pt. font or Times New Roman 12, line spacing 1.5.



- Applicants who hold a position at the LMU from the time of application submission to at least the end of the grant period: Copy of employment agreement - if the employment agreement is not valid for the entire term of the grant, then proof of institutional affiliation or a close connection with the LMU is also required.
- Applicants without an employment agreement at the time of application: written proof from the faculty/department to which the project has been assigned (e.g. from the Dean, department head, or any professor who has not retired yet) confirming institutional affiliation or a close connection with the LMU, from the time of application to the end of the grant period
- Copies of high school diploma and all previous university transcripts.
- Birth certificate(s) of the child/children, if applicable

#### Referee report

- 1 internal (LMU) referee report from an LMU professor
- 1 external (non LMU) referee report from a non LMU professor

Referee reports from junior professors are not accepted.

Referees must mail their signed referee reports to the university's Women's Representative **no later than 3/17/2017**. Advance copies may also be sent by email or fax. They cannot be uploaded through the application portal. The referees will be notified when their referee reports have been received. The following information should be forwarded to the individuals generating the referee reports:

<http://www.frauenbeauftragte.uni-muenchen.de/foerdermoegl/lmu/bgf/guidelines-referee-reports.pdf>

#### Follow-on-applications:

These are only possible for stipends that were granted in 2016. All others are first-time applications.

- An application form plus updated versions of each of the following three documents are required: your signed résumé/CV, your list of publications, and your written proof of institutional affiliation or close connection with the LMU.
- Also required: an interim progress report on the work performed during the initial grant period,
- an update of the project description, including a project schedule,
- 1 internal (LMU) referee report as well as 1 external (non LMU) referee report from a professor and assessment of the same. This cannot be uploaded but must be mailed by the supervisor to the university's Women's Representative.
- Only for follow-on-applications after a habilitation stipend: written proof from the faculty confirming one of the following criteria: your habilitation paper was accepted and received a positive assessment; you were previously habilitated; you were successfully evaluated for a junior professorship.



Applications can also be submitted in English.

The referees will be notified when their referee reports have been received. Applicants will receive an automatic confirmation of receipt as soon as they submit their applications. You will receive a written notification regarding approval or rejection after the multi-step referee report process has been completed (most likely at the beginning of August). The decision about the grant will be made after taking into account the comments of the faculties, the Vice Chairperson for Research and Diversity, and the university's Women's Representative. In the event that a full-time stipend is approved, the stipend will be revoked if it is not started by the deadline, or if all the necessary documents have not been submitted by the deadline.

Any application that is **not submitted by the deadline** or that is **incomplete** or **inaccurate** will not be considered. Please note that this also applies when referee reports are not submitted by the deadline.

**You are urged to carefully review this information and your documentation for completeness and accuracy before submitting your application.**