

Add-on Fellowships for Interdisciplinary Economics and Interdisciplinary Business Administration

Guidelines

The Joachim Herz Stiftung is granting annually up to 50 fellowships in the form of Add-on Fellowships for Interdisciplinary Economics and Interdisciplinary Business Administration to young scientists. The fellowships are a personal support program to support the interdisciplinary work of early career scientists and give them a greater insight into related disciplines. The fellowship program consists of funding which may be used for research purposes, conference attendance, research stays, further training, and other measures which directly support the recipients' research amongst other things. The Joachim Herz Stiftung additionally organizes networking events for the fellows.

1 Target Group

The target group for the add-on fellowships is young scientists working on research matters in the area of economics and business administration and related research fields in an interdisciplinary capacity. The fellowships are open to graduate and postdoc students as well as assistant or junior professors without tenure in various disciplines. The fellows may transition from being a graduate student to a postdoc student or from postdoc status to being a junior professor or from a position without tenure to on with tenure during their fellowship. Ph.D. graduation may date back no longer than 5 years at the application deadline (date of Ph.D. defense or comparable). Ph.D. graduation may date back 6 years for Parents who have been on parental leave with children born after their PhD.

Applicants must be employed at a nonprofit institution of higher education or research in Germany. It is the responsibility of the applicants themselves to ensure that any additional funding is permissible in accordance with the rules applicable to their basic financing.

2 Amount and Duration of the Funding

The fellows will be funded for a period of two years and three months. The fellowships are worth up to 12,500 euros each for personal research funding and for the fellows' networking. For example, the funds may be used for equipment (PC, software, etc.), student assistants, further training, travel expenses, attendance fees, data collection and acquisition, and other measures directly supporting the recipients' research. They may also be used to fund training and education that advances the recipients' careers, as well as activities in research communication activities and the organization of scientific events. The fellowship program does not cover living expenses.

Fellows with children have the opportunity to apply for an additional 3,000 euros for the purposes of balancing a family and career. These funds may be used for family travel to conferences and research visits (travel and accommodation) or for childcare during such visits. In the case of childcare, the funds may be used to finance either local childcare or the travel expenses (flight, rail ticket, accommodation – these should not exceed the local childcare costs) of an accompanying

career and/or childcare at the destination. In addition, funds may be used for childcare, such as nursery schools, day care centers, and similar arrangements.

A fellow may apply to have their fellowship extended in order to use their funds in an additional year, with no additional funds being awarded. The Joachim Herz Stiftung considers and approves applications for extension of the funding duration on a case-by-case basis.

3 Networking Meetings

In addition to the individual funding, meetings of the fellows are held to facilitate and promote networking and communication among them and between the disciplines. The networking meetings are a mandatory part of the fellowship program. The funding comprises travel expenses to the networking meetings.

4 Application Process

The add-on fellowships are primarily advertised by e-mails sent to the appropriate institutes. Precise details regarding applications can be found on the Joachim Herz Stiftung website. The fellowships are also advertised on suitable platforms. Applicants directly apply to the Joachim Herz Stiftung. The following documents must be submitted via the website when applying:

- ▶ Completed application form including the description of research and the explanation of motivation (online)
- ▶ Explanation of planned use of the funds (max. 0.5 A4 pages)
- ▶ Résumé (max. four pages) and records of achievement (certificates)
- ▶ Statement from the supervisor concerning the need for the fellowship (max. 1 a4 page)¹
- ▶ If applicable, copy of birth certificate justifying additional family funding

The application documents are to be submitted in full, on time, and taking into account the size restrictions. Exceeding these size restrictions may result in the application being rejected. The deadlines for applications will be published every year on the Joachim Herz Stiftung home page when the application process opens. Funding then usually commences between October and December of the same year.

5 Selection Process

Following a formal examination of the applications, they are forwarded to the jury, which is made up of independent scientists. The written evaluation of jury members is complemented by meetings with representatives of the jury and of the Foundation. The candidates will be ranked during the meeting and up to 50 fellows will be selected. The selection criteria are:

- ▶ Convincing scientific and societal relevance of the research topic

¹ Assistant professors may choose a full professor themselves if their position is not assigned to a particular chair.

- ▶ Economic expertise of the applicant or a targeted cooperative partner (in particular in the case of applicants from outside of the specialist area)
- ▶ Plausible argumentation of the need for interdisciplinary work or knowledge
- ▶ Feasibility of the project in terms of time and money, and sensible and concrete planning of how the funds will be used.

The applicants have no claim to insight into the jury's reasons for either approving or rejecting an application.

6 Funding Acceptance and Approvals

By accepting the fellowship, the fellow undertakes to notify the Foundation without undue delay of any changes in their circumstances which are relevant to the awarding of the fellowship. Further, the fellow is obligated to produce an interim written report after the first year of the fellowship and a final report upon termination of the fellowship. If an extension of the fellowship has been granted, the fellow is obligated to produce a second interim report after the second year. Upon entering the program, the fellows conclude a fellowship agreement with the Joachim Herz Stiftung governing use of the funds, their obligation to provide supporting documents, and the submission deadlines.

7 Miscellanea

The Joachim Herz Stiftung reserves the right to revoke a fellowship and assert a reimbursement claim if incorrect or incomplete information was given in the application, if the approval conditions were not observed, or if there are other important reasons for such a revocation. There is no entitlement on the part of the fellows to being funded by the Joachim Herz Stiftung.

Further, the Joachim Herz Stiftung reserves the right to amend or supplement these guidelines.

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