

We look forward to receiving your application. We will be pleased to answer your personal questions regarding the application process individually, but we also refer you to the following FAQ for answers to some regularly asked questions.

▶ 1 Who is my contact person, if I have any questions about the “Begegnungszonen“?

The responsible project manager can be found on the [project page](#).
Alternatively, please send any queries by e-mail to [begegnungszonen\[at\]joachim-herz-stiftung\[dot\]de](mailto:begegnungszonen[at]joachim-herz-stiftung[dot]de).

▶ 2 What is a „Begegnungszone“?

An “Begegnungszone” is an event that fosters interdisciplinary networking among young scientists and with experienced researchers in the natural sciences. The project “Begegnungszonen” provides financial support for events ideally testing innovative event formats.

▶ 3 Which event formats are supported?

The event formats can be flexible and should ideally test innovative event formats. They may include funding for conferences, meetings, symposia, colloquia, workshops, summer schools or winter schools, and others.

▶ 4 Is there a list of all the events that have been funded to date?

Please visit the [project page](#) to find the currently funded events.

▶ 5 What has been the event duration of the funded events to date?

The duration of past funded events has ranged from three days to a few weeks.

▶ 6 Which disciplines are supported?

The Joachim Herz Foundation’s “Begegnungszonen” supports interdisciplinary events within the natural sciences. According to the charter, the support of biology, chemistry and physics is in the foreground, but the support of neighboring disciplines such as (bio)informatics, (bio)medicine or engineering is not excluded. Other subjects outside the natural sciences can be included, but a clear focus on interdisciplinary exchange within the natural sciences is a prerequisite for application.

► **7 What costs can be covered by the funding?**

The following costs can be covered:

- Subsidization of the participants', speakers', and organizers' catering, overnight accommodation, and travel expenses
- Rental costs for premises and technology, including event software licenses
- Costs relating to preparation and execution of the event, including the cost of producing the materials
- Funds to cover childcare during the event

► **8 How to submit an application? Is it possible to make changes after submission?**

All applications must include the following documents:

- Completed application form
- Project outline including a detailed cost projection and a (provisional) event program (max. 3,600 characters incl. blanks)
- Academic careers of the main applicants (each max. 3,600 characters incl. blanks)

All necessary forms can be found on the [project page](#).

Please send all documents as a PDF by e-mail to [begegnungszonen\[at\]joachim-herz-stiftung\[dot\]de](mailto:begegnungszonen[at]joachim-herz-stiftung[dot]de). Please note the applicable submission deadline. Additions and corrections can be made at any time before the deadline. For this, please contact the responsible project manager, who can be found on the [project page](#).

► **9 What is the funding amount?**

There are no specifications about the amount of funding that can be requested. Cost plan should be reasonable and appropriate for the planned event. An orientation is provided by the currently funded "Begegnungszonen". You can find these on the [project page](#).

► **10 Is part-financing through other funding institutions, sponsors and/or other event income (e.g., participation fees) possible?**

Yes, part-financing is possible. Please indicate the amount of partial funding you expect from the mentioned sources.

► **11 Is a partial approval possible?**

Yes, the requested funding amount can also be approved in parts.

▶ 12 **When might the funding decision be expected?**

After the deadline, the decision on funding will be made within 12 weeks.

▶ 13 **After the letter of approval, how long does the fund transfer take?**

Along with the funding approval, you will receive a funding request form. The funding request form must be submitted promptly within two weeks to the responsible project manager at the Joachim Herz Foundation. After proofing the form, the funds can be transferred within 14 days. You have the option to specify a transfer date. No costs can be reimbursed what were already incurred before the funding was approved.

▶ 14 **What if, after approval, the event date or location is postponed or changed due to unforeseen situations, or any other modifications arise?**

The Joachim Herz Foundation endeavors to react as flexibly as possible to modifications and changes. However, the funding confirmation refers to the event as presented in the application. Thus, the Joachim Herz Foundation must be notified actively and promptly of any modifications and changes to the date, location, extensive modifications and changes to the program or the concept/format of the event, extensive modifications and changes to the cost plan, and modifications and changes to the main applicants involved. The Joachim Herz Foundation will check in a timely manner whether the changes may have or may have not an impact on the funding commitment.

▶ 15 **Who is eligible to apply?**

Scientists and science support staff at a non-profit or public research institution in Germany are eligible to apply. Usually, the applicant has completed scientific qualification with a doctorate. Part of the application documents and the selection process is the CV of the applicant(s). Organizing / coordinating persons can be listed as contact persons, but we recommend a (co-)application of a scientific conference leadership.

▶ 16 **Are re-applications possible in a new call?**

Yes, re-applications in a new call are possible. Please submit a new application.

▶ 17 **May applicants from the same organization or research institution apply independently within the same call?**

Yes, they are. Please submit the applications.

- ▶ 18 Does the Joachim Herz Foundation have a particular focus on institutions based in northern Germany in the “Begegnungszonen“?

No, the Joachim Herz Foundation does not focus on institutions based in northern Germany in the “Begegnungszonen“. All non-profit or public-law organizations and research institutions based throughout Germany are welcome to submit an application.

- ▶ 19 The Joachim Herz Foundation focuses on collaborations between German and US institutions. Does a fund application have a chance if the focus is on other countries? Does a fund application have a chance if the event is hosted nationally but advertised internationally?

Yes, collaborative events with countries other than the US are also funded. However, within the framework of the Joachim Herz Foundation's strategic orientation, events with a focus on cooperation between Germany and the US are given special consideration in the funding process.