



# PostDoc Grants

Funding for postdoctoral researchers to promote academic networking and the development of an independent research profile

## Eligible target group

Eligible for the PostDoc Grants are postdoctoral researchers employed at the University of Graz on a temporary contract in the categories Universitätsassistent:in, Forschungsassistent:in, Projektmitarbeiter:in. The employment contract needs to be ongoing while carrying out the activity for which the grant is requested.<sup>1</sup>

## Funded activities & amount of funding per grant

PostDoc Grants can and should be used in addition to funding from other sources. The application needs to include a realistic cost calculation and state any other funding applications related to the activity which are currently ongoing/have been successful. Funds can be requested for activities led by postdoctoral researchers (optionally in consultation with other partners) in the following categories:

### [1] Mobility Grant

Research-related mobility by individual postdoctoral researchers within Austria or internationally. Among the eligible costs are accommodation and travel expenses, attendance fees for conferences, expenses associated with research materials, field or archival research, use of equipment at the host institution/destination.

Amount of funding available: up to **400 Euro** for mobility within Austria, up to **1000 Euro** for international mobility.

### [2] Event Grant

Costs related to organizing academic events at the University of Graz which chiefly benefit postdoctoral researchers/in which postdoctoral researchers actively participate. Among the

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<sup>1</sup> Employees with permanent contracts (including tenure track positions and assistant professors) are not eligible. At least 50% of the grants each year will be awarded to female/inter\*/nonbinary researchers.

eligible costs are speaker fees (for travel, accommodation or fee for talks given), catering fees, room rent fees, equipment fees.

Amount of funding available: up to **1500 Euro**.

### **[3] Proposal Grant**

Costs related to funding applications to be (re-)submitted by postdoctoral researchers (national and international funding bodies, group or individual proposals), such as costs for professional editing/proof reading of proposals or interview training fees. In case of group proposals by multiple postdoctoral researchers only one application per project proposal will be considered. The applicant for the grant needs to be mentioned by name in the project proposal.

Amount of funding available: up to **2000 Euro**.

### **Application process and contents**

The application language is English, needs to be submitted as a signed PDF via email to [postdoc@uni-graz.at](mailto:postdoc@uni-graz.at), is no longer than three pages (font size 12) and needs to include:

- Professional contact details of applicant (i.e. email, telephone, postal address at department/institute/centre)
- Information on the applicant (i.e. gender according to self-determination, job title, type and duration of employment contract)
- Funding scheme the application is targeting (Grant 1, 2 or 3)
- Internal order number or cost centre for transferring the funding (i.e. Innenauftrag of your department)
- Estimated amount needed, incl. realistic cost calculation, info about co-funding applications ongoing and planned
- Information on the planned activity, incl. timeline
- Intended use of the funds and justification of added value and necessity of the grant for carrying out the activity
- Brief statement about the relevance and added value of the activity with regards to further career development of the applicant
- Statement testifying agreement of the applicant to the responsibilities outlined in this call
- Signature of the applicant

Attached should also be a

- Brief curriculum vitae (including current list of publications)

Additional information may be requested by the PostDoc Office after reviewing the application.

### **Timelines**

Submission is possible at any time. The annual budget is divided up and allocated at the end of March, July and October of the current year. Selection committee meetings are planned for the

end of March, July and October every year. Deadlines for submission is the 15th of the respective month.

Grants are allocated in the planned calendar year of the event. If the confirmed grant is not or not in full accessed at the latest 2 years after the date of confirmation, the grant or the remaining sum is forfeited. It is necessary to inform the PostDoc Office of any delays, immediately and unbidden. If the confirmed grant is not used appropriately by the funding recipient, the entire amount of the grant is to be paid back.

## **Selection process**

Grants are awarded and allocated primarily and foremost on the basis of financial resources available. There is no legal entitlement to a PostDoc Grant.

Applications with formal errors (e.g. substantially exceeding the page limit, not addressing mandatory aspects) will not be evaluated. The grant can be received a maximum of one time by an individual researcher in each of the three categories. The following criteria are used to evaluate applications:

- The activity needs to be initiated by a postdoctoral researcher in the above-mentioned employment category with an ongoing employment contract.
- The contribution of the grant to the aims mentioned above needs to be plausibly demonstrated.
- It needs to be plausibly demonstrated that the grant provides added value for carrying out the activity.
- The relevance and added value of the activity for the applicants' research and career needs to be plausibly demonstrated.
- The amount of funding requested needs to be sufficiently reasoned, based on a realistic cost calculation, and appropriate (i.e. within the maximum amount for the respective grant category).

The committee selecting the grantees consists of the Vice-Rector for Research and Career Development, the Head of the Department of Research Management and Services, and the coordinator of the PostDoc Office.

## **Responsibilities of grantees**

Grantees need to be available for questions related to administrating the payment of funds as well as prove the proper use of the funds with the respective documentation after completion of the activity. Grantees agree to be contacted by the PostDoc Office for purposes of evaluation of measures and services for up to a year after funding was consumed. Grantees agree to be featured in public relations activities by the University of Graz (with prior notice of course). In case of the PostDoc Event Grant, the support of the PostDoc Office must be made known on all event announcements (website, flyer, programme, etc.).