

Funding for early career researchers from ISW budget funds

General information: The funding is intended in particular to provide co-financing with other funds, e.g. from chairs, the faculty, women's promotion funds and third-party funds to make an important contribution to the early academic career. The total amount of funds available fluctuates with the annual budget of the ISW and has been between 10,000 and 12,000 euros per year in recent years. The funds are allocated in at least two meetings at the beginning and middle of the year (see below). The aim is to allocate the funds roughly equally to students, doctoral candidates and postdocs. Depending on the application situation, the Budget Commission may deviate from this. Students from the core study programmes of the ISW (mono BA Social Sciences and MA Social Sciences) will be given priority in the allocation process. If sufficient funds are available, applications from students from the BA second subject Social Sciences and the international Master's programmes (Euromaster/EM, Transatlantic Master/TAM, German Turkish Master/GET MA, Master Research Training Program/ MA RTP) as well as the joint MA International Relations/ MA IB of HU, FU and Uni Potsdam can also be considered.

1) Goals: Promotion of young academics at the Institute; in particular

- a) International networking
- b) Individual research projects, in particular within the framework of Ab Final theses by students and doctoral projects
- c) Closing funding gaps
- d) Promotion of independent academic profile development

2) Authorised persons

- a) Employees at the ISW (research assistants at the ISW)
- b) Doctoral candidates who are enrolled at the ISW and have no other primary institutional affiliation (e.g. WZB, DIW, DEZIM; BGSS members, individual doctoral candidates on scholarships, etc.).
- c) Students in all ISW degree programmes, primarily mono BA and MA Social Sciences

3) Funding opportunities

- a) Travelling expenses (research stays, to national and international conferences, workshops, etc.). For doctoral students: brief assessment of the relevance of the project by the thesis supervisor.
- b) Own research (data sets, data collection, reimbursement of expenses for study participants, software in exceptional cases)
- c) Events and workshops etc. (organisation, participation fees, invitations from external parties etc.)
- d) Preparation of own applications for third-party funding
- e) Teaching projects (excursions, incentives, events, external speakers)

4) Procedure

- a) Short application to the ISW Budget Commission (max. 5 pages; by email to sowi.sekretariat@hu-berlin.de - not to the Managing Director) in one document as a PDF, with the following documents:
 1. title of the application, name, contact details (e-mail address), institutional affiliation (e.g. chair, BGSS, etc.)
 2. justification of the necessity
 3. abstract of the project
 4. detailed cost plan
 5. indication of which alternative funding options have been examined (see point 6) and whether co-financing is possible (expressly desired!)
 6. timetable including information on when the funds will be utilised
 7. indication of the last funding from the ISW
 8. letter of support from supervisors or supervising professors (not a mandatory requirement)
 - b) Deadlines: at the beginning and middle of each year (current deadlines can be found on the Budget Commission website: <https://www.sowi.hu-berlin.de/en/institute/bodies/budget-commission>)
 - c) The HHK meets promptly after the deadlines and then informs about acceptances/cancellations

- d) Travel expenses and invoices (original receipts) must be submitted to the ISW secretariat together with the application and the approval email from the ISW within one month of the trip or measure applied for being carried out.
- e) **IMPORTANT: As a rule, funding is tied to the financial year in which it is granted and must be settled within this period (if possible by the end of October).**

5) Alternative funding options

- a) Chair
- b) Faculty (fakultaeten.hu-berlin.de/en/ksb/die-fakultaet/rat_kommissionen/fakultaetsrat/richtlinienprogramm-pauschale-de-en-2015-10-14.pdf)
- c) Career Centre (www2.hu-berlin.de/berweit/BWb/) e.g. in-house training courses
- d) Funding for early career researchers from the Research Service Centre (https://www.hu-berlin.de/en/forschung/szf/wiss_nachwuchs/wissenschaftlicher-nachwuchs)
- e) Funding lines of the Excellence Initiative (www.exzellenz.hu-berlin.de/de/foerderlinien/youth-development) f) DAAD, DFG...
- f) Funding for women from the institute and the faculty

(Translated with DeepL.com (free version))