

Application for research funding

 Proposal category A - initiating collaborative projects (formless procedure)

Proposal category B - initial acquisition of third party funding

ASF-ID

Proposal category C - postdoc funding

Please send the application in paper form (signed, with all appendices) directly to the President - VC 4, in cases where commitment to resources (staff, space, materials) is not required to prepare the application for external funding and the resulting third party funded project.

If a commitment for resources to prepare the application for third party funding and resulting third party funded project is required, the application must be submitted to VC 4 in writing via the Executive Director (GD) and the Dean (see 'Guide to applying for TU internal research funding').

Institute Council (IC)/GD: and Faculty Council (FC)/Dean:	Endorsement §75(2)Berl.HG Endorsement §72(3)Berl.HG	_____ Signature, Date _____ Signature, Date	or IC resolution enclosed or FC resolution enclosed
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Please be sure to also send the application as a single PDF file (min. appendices 1-4) to info@for.tu-berlin.de.

1. Information on the applicant

1.1. Responsible scientific project leader (only for application category B) Cost center Secretariat Work phone
(Last name/first name/degree level)

Applicant is newly-appointed professor (at most 5 years after initial appointment) Email

1.2. Postdoc applicant (only for application category C) Year of birth Secretariat Work phone
(Last name/first name/degree level)

Home address (if not reachable at TUB) Email Home phone

1.3. Research assistant to be employed (only for application category B) Year of birth Secretariat Work phone
(Last name/first name/degree level)

Home address (if not reachable at TUB) Email Home phone

1.4. Qualifications (from items 1.2 and 1.3)

(Masters (or similar) degree obtained/expected on)	program	Doctorate (obtained on)	Faculty
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1.4.1. Graduate thesis topic (Bach./ Master)

1.4.2. Doctoral topic/date of application or submission date if applicable

2. 2. Details on preparatory project to be financed with internal TU research funding

2.1. Proposed work to commence on (Date) Duration (months) Extent (%)

2.2. Requested material resources (in Appendix 2, please give a detailed accounting of how funds are to be used)

(in the amount of) Euro (max. 5.000 Euro)

3. Information on planned research project to be financed with third party funding

3.1. Working title of the planned third party funded project

3.2. Abstract of the planned third party funded project (maximum 1400 characters)

3.3. To which organisation will the application for third party project funding be submitted?

Indicate program or call for proposals (if applicable)

3.4. Planned duration: months, starting date

3.5. Projected overall project volume Euro

Staff (full-time equivalent (VZÄ), remuneration, duration)

Material expenses Euro

4. Obligations of the responsible scientific project leader and general information

With the aid of internal TU research funding and within the stated time period, the applicant agrees to compile and submit a project proposal to the funder, and to inform VC about the submission.

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Depending on the funder's decision, the applicant agrees to submit a copy of the approval or rejection letter to VC. If the proposal is rejected, the applicant should explain how the results of the research funding could be used elsewhere.

If a third party funding application is not submitted, the applicant agrees to submit a written justification for the non submission to VC.

A Wiss. Mitarbeiter (doctoral/posdoc level) can be temporary employed if labor law requirements are met. This counts towards the maximum employment period of six years as set by the respective law (WissZeitVerG).

The granting of a third party funding application does not entitle the WM/postdoc to further employment at TUB.

If any further resources are required for a preparatory project in addition to the allocated internal research funding, the applicant agrees to use the existing facilities of the pertinent Chair/Institute for this purpose.

The applicant agrees to utilize the internal TU research funding for the sole purpose of preparing a third party funded project.

If a commitment for resources is required to acquire basic equipment for a project financed with research funding and/or for the resulting third party funded project, the applicant should initiate a co-sign application process via the Institute and Faculty (GD and Dean).

By submitting an application, the applicant agrees to comply with TU Berlin's rules of good scientific practice.

5. Appendices to the application

- Appendix 1: Description of the project (state of current knowledge, knowledge gaps, research goal, research approach, research methodology, anticipated results, academic significance; max. 5 pages)
- Appendix 2: Detailed schedule of activities and expense planning for the preparatory project (max. 2 pages)
- Appendix 3: University degrees/doctoral certificate and CV in tabular form of the prospective employee.
- Appendix 4: Statement by the responsible or hosting Chair (TU stationary with signature)
 - (1) regarding the person to be employed as a wiss. Mitarbeiter/in
 - (2) with respect to the topic of the application
 - (3) with respect to the necessity of central financing for the preparatory phase
 - (4) with respect to contacts with the prospective third party funder (not required for DFG applications)
- Appendix 5: Correspondence from external funder expressing interest in receiving a project application
- Other attachments:

6. Data protection

As per § 6 I No. 2 of the Berlin Data Protection Law (BerIDSG), we hereby declare our consent to the electronic storage and processing at TUB's Research Services of our personal data contained in this form, insofar as it is necessary to process the application. This includes the passing on of the data to other TUB entities and – without being specified by name – for statistical purposes outside the sphere of TUB (§§ 12, 13 BerIDSG).

Date and Signature of responsible Scientific Director or Postdoc

Date and Signature of the wiss. Mitarbeiter/in