



Information on

## Short-term Grants for Talents

under the Funding Program “Future Mobility Grants”  
of the Innovation Campus “Future Mobility”  
of University of Stuttgart and  
Karlsruhe Institute of Technology (KIT)

The “Future Mobility Grants” and the supplementary exchange program of the Innovation Campus “Future Mobility” (ICM) are designed to support international collaboration of the ICM with researchers from all over the world.

The partners of the ICM, University of Stuttgart and Karlsruhe Institute of Technology (KIT), award “Short-term Grants for Talents” to support early-stage researchers of both institutions when staying abroad for several weeks.

The research project at a university abroad is supposed to extend the applicant’s doctoral project or scientific work. Details on the research project must be agreed upon with the host institute prior to submitting the application. The “Short-term Grants for Talents” are not designed to fund short-term study travels or participation in conferences and meetings. For stays of international guest scientists at the University of Stuttgart and Karlsruhe Institute of Technology (KIT), other funding tools have been launched under the “Future Mobility Grants” program, see also [www.mobilitygrants.icm-bw.de](http://www.mobilitygrants.icm-bw.de).



## Conditions for Participation in the “Short-term Grants for Talents” Program

In general, all early-stage researchers meeting the following requirements are entitled to participate in the program:

- Doctoral researchers and postdocs of KIT or University of Stuttgart.
- Continued payment of salaries by the employer during the stay abroad (at least equivalent to half an E13 position). Funding must extend beyond the end of the research stay by several months.
- The research projects of doctoral researchers abroad are supposed to extend their own doctoral or scientific work.
- Doctoral researchers of KIT or University of Stuttgart are doctoral researchers, who have been accepted by a Department of KIT or University of Stuttgart as well as doctoral researchers, who will be conferred their doctorate by another university, although they carry out most of their research at KIT or University of Stuttgart.
- The research topics of the early-stage researchers must be clearly related to the Innovation Campus “Future Mobility”.

Selection of applicants will be based on their scientific qualification exclusively. No quotas exist for certain disciplines. The scientific qualification of applicants will be assessed with the help of the following criteria:

- Compliance with funding conditions;
- The added value expected from the stay abroad (for the doctorate / research project, the applicants, the working group, the ICM);
- Scientific achievements so far;
- Publications, proceedings issued so far;
- Prizes, awards received so far;
- Results of studies and of the doctorate, if applicable;
- Assessment of the applicant by a person authorized to supervise a doctorate.

Subject to the availability of funds, the decision on funding will be made by a grants committee of University of Stuttgart and a grants committee of KIT. The committee members are scientists of several disciplines.



## Funding of “Short-term Grants for Talents“

The amount of funding granted will be in line with the funding rates for doctoral researchers fixed by the German Academic Exchange Service (DAAD) and will depend on the duration of the stay and the country of destination.

The maximum amount of funding will be indicated in the grant letter. However, the real amount of funding paid will only be calculated upon completion of the travel after reporting the travel expenses. For this reason, the amount of funding actually granted may be smaller than the maximum amount indicated in the grant letter.

Up to the maximum funding amount indicated, the following expenses will be reimbursed (as outlined in the State Travel Expenses Act according to the regulations of KIT and University of Stuttgart):

- Costs of transfer to or from the airport or train station in Germany (public passenger transport, Deutsche Bahn, car with the reason for using it being indicated)
- Outbound / return flight or travel by remote bus or train
- Accommodation and living expenses (lump sum with daily pro rata billing) at the place of destination
- One-time transfer costs at the place of destination to or from the airport or train station (public passenger transport only)

The following costs will not be reimbursed:

- Visa, studies, and other fees
- Insurances of any type
- Other trips at the place of destination
- Rental car
- Participation in conferences or other interruptions of the research stay (also closed research institutions)

For stays abroad, researchers can apply for a research allowance for the execution of own scientific experiments (up to a maximum of EUR 500 per month).

In case the stay abroad is supported by funds from a third party, the grant awarded may be reduced accordingly, if applicable.



## Application and Selection Procedure for “Short-term Grants for Talents”

- Submit the nomination documents in electronic form to [mobilitygrants@icm-bw.de](mailto:mobilitygrants@icm-bw.de) or by mail to the following address:

Karlsruher Institut für Technologie (KIT)  
wbk Institut für Produktionstechnik  
Campus Süd, Gebaeude 10.92  
Stichwort „Mobility Grants@InnovationsCampus“  
Kaiserstraße 12  
76131 Karlsruhe, Germany.
- Nominations for “Short-term Grants for Talents” may be submitted anytime. Every year, four selection dates are planned. They will be announced on the website.
- **Applicants** (KIT or University of Stuttgart) must submit the following documents:
  - Application form
  - Information on funding during the stay abroad
  - Assessment by a person authorized to supervise a doctorate (including assessment of the applicant, research project, benefit of the stay, etc.)
  - Official invitation letter by the cooperation partner
  - CV in tabular form (two pages at the maximum)
  - Copies of the bachelor’s and master’s certificates and transcripts
  - List of publications
  - Confirmation of the acceptance of the doctoral researcher by the Department, registration with KHYS at KIT or with GRADUS at University of Stuttgart
  - Postdocs: Copies of the doctoral degree certificate and employment contract
- The applicants are responsible for the completeness of the documents. Complete applications only will be accepted by the grants committees of the partner universities
- After the documents have been checked, the applicants will be informed about the presumable date of selection. Then, the application documents will be presented to the ICM Board of Directors that issues a recommendation for the independent grants committees. The grants committees meet four times a year
- The stay will start promptly, (ideally) at the latest before the end of the calendar year applied for



- In case an applicant is not selected, the application may be put on a list of substitutes. After a refusal, it is possible to submit a new application anytime, provided that major parts of the rejected application have been improved significantly
- More information in German on the selection procedure is given on the website [www.mobilitygrants.icm-bw.de](http://www.mobilitygrants.icm-bw.de)
- Two months after the stay abroad, the applicant is obliged to present a final report about the stay, the most important project results, integration in the working group / team abroad, and a personal conclusion (five pages at the maximum). This final report must be sent by email to the ICM Management and the Grants Management.