



Information on

## Short-term Grants for International Collaborations

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 International Collaborations” to fund several short-term stays per year of experienced researchers of all nations at both partner institutions.

The planned research project will be carried out in cooperation with the scientific hosts of both partner institutions in Baden-Württemberg. Details on the research project and schedule must be agreed upon with the host institute prior to submitting the application. The “Short-term Grants for International Collaborations” are not designed to fund longer-term study travels or trainings. For longer research stays of several months, 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 International Collaborations” Program

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

- Postdocs, experienced scientists, professors of all countries.
- At the time of nomination, the center of life and work of the nominees must have been abroad for at least five years. At the time of selection, nominees must not have entered any permanent employment relationship in Germany (this does not include previous stays as a guest in Germany funded by other grants).
- Scientists of German nationality, who have conducted research abroad for at least five years, can be nominated.
- Independent scientific profile (as reflected by a list of scientific publications in international peer-reviewed journals).
- Evident future potential (e.g. scientific potential, scientific further development, career perspectives).
- Several short stays of international senior scientists are possible. The number and durations of the visits can be organized flexibly by the grantees according to the cost plan submitted within a calendar year.

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

- Compliance with funding conditions.
- Scientific career and scientific achievements so far (broad professional focus, scientific productivity, mobility).
- Scientific fit to the ICM.
- Originality and innovation potential of the research project proposed (importance to the further development of the discipline, convincing choice of scientific methods, scientific further development possibilities, clear focus and feasibility within the funding duration applied for, feasibility of the project at the host institute).



- Further development potential and opening of perspectives for the ICM and the State of Baden-Württemberg through e.g.
  - establishment of strategic partnerships
  - development of regional focuses
  - leverage of synergies and initiation of new activities
  - future acquisition of funds (e.g. ERC grants) or qualification for a professorship or leadership of a junior research group
  - long-term added value of the project for ICM and, if applicable, the Strategy Dialog for the Automotive Sector in Baden-Württemberg (SDA)

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 International Collaborations“

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, per diem payment possible for up to 8 days) at the place of destination.
- Transfer costs 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



- Rental car
- Participations in conferences
- A research allowance of up to EUR 500 per month for the execution of the research project may be applied for by the nominating institution. Calculation of the maximum possible research allowance will be based on the cumulated duration of the stays. Per calendar month, a maximum amount of EUR 500 may be applied for.

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

- 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, Gebäude 10.92  
Stichwort „Mobility Grants@InnovationsCampus“  
Kaiserstraße 12  
76131 Karlsruhe, Germany.

- Nominations for “Short-term Grants for International Collaborations” may be submitted anytime. Every year, four selection dates are planned. They will be announced on the website [www.mobilitygrants.icm-bw.de](http://www.mobilitygrants.icm-bw.de).
- **The nominating professors** (KIT and University of Stuttgart) must submit the following documents:
  - Nomination form
  - description of the joint research project (four pages at the maximum), including a preliminary funding plan and schedule
  - comment and promise to provide a place for research by the nominating person
  - list of scientific key publications in peer-reviewed international journals (ten publications at the maximum)
  - CV in tabular form (two pages at the maximum)
  - copy of the doctoral degree or equivalent certificate
  - recommendation letter by a cooperation partner or a scientist at the own institution



- Researchers are not allowed to submit an application on their own.
- The nominating professors guarantee to provide the necessary infrastructure (e.g. laboratory equipment, rooms, access to library) for the execution of the research project. This implies the approval in writing by the Head of Institute.
- The nominating professors are responsible for the completeness of the application 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.
- In case a nomination 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).
- After all planned stays, the host institute and the guest scientist are obliged to present a final report about the most important project results (three pages at the maximum).