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**Funding Application**

Please use this form for all funding forms **except publications** (a separate form is available on the LSC website). The boxes should expand automatically to suit the amount of text.

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| --- |
| Name: Institution: Email:  |

1. **Funding purpose**

[ ] Conference/workshop in Regensburg [ ] Research/ Conference trip [ ] Other

1. **Title and type of the event or location of external conference/research trip**
2. **If needed, (co-)organizers of event**
3. **Date funding required**
4. **Summary of application purpose (half page):**
* Please include here an outline of the event you are planning, the abstract of your conference presentation etc.
1. **Statement of relevance to the ScienceCampus and/or your research (half page):**
* Please outline briefly how the event, seed money, or research trip will further the goals of the Leibniz ScienceCampus and its research focus. Please mention what outputs you envisage from event or seed money funding, and in which time frame.
* If relevant, please also outline how the funding will further your ongoing research.
1. **For events, please list the name(s) of invited guests (either confirmed or proposed), their institution or location, status and provide a link to their CV or other relevant information:**
* For large events, please provide a separate document with the list of invited guests.

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| --- | --- | --- | --- |
| Name | Institution or location | Status (Prof., Postdoc, Journalist, Artist etc.) | Link to CV and other information |
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1. **Events and Seed Money: Budget – Please provide a rough outline of the funding requested.**

*Accommodation: For events in Regensburg, please reckon with 90 EUR per night for a single room, 110 EUR for a double room. For trips outside Regensburg, please use the sums recommended by the* [*State of Bavaria*](https://www.bayerntax.de/service/tipps_informationen/reisekostens%C3%A4tze_l%C3%A4nder%C3%BCbersicht/) *or actual costs if lower*

*Food and Drink: please note that we cannot fund meals with speakers/ guests; for workshops and conferences with majority external participants, we can provide coffee breaks (3 EUR, per Person, per break and/or Lunch: 15 EUR per Person, per Break);
 we do not fund per diem/ Tagegelder on research/ conference trips
Speaker Fees: these can only be awarded for academics as part of keynote talks at conferences or large workshops (usually 150 EUR) or to journalists, artists or other non-academic experts (usually max. 300 EUR)*

*Conference Fees: the ScienceCampus can only cover the conference fees but not membership fees, even if they are obligatory to attend the conference*

*SHK / Student assistant costs: These are awarded exceptionally but in some cases we can provide an “Aufstockung” or increase in hours for existing student assistants*

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| --- | --- | --- |
|  | Amount (€) | Remarks |
| Travel costs |  |  |
| Accommodation *See notes above* |  |  |
| Food and drink*See notes above* |  |  |
| Speaker Fees (Honorarium)*See notes above* |  |  |
| PR costs (poster design, printing, programmes, etc.) |  |  |
| Conference fees*See notes above* |  |  |
| Visa fees |  |  |
| Printing and copying in archives etc. |  |  |
| Student assistant costs*See notes above* |  |  |
| Other – please outline beside |  |  |
| Total amount |  |  |

A**dditional funding: Please outline any additional funding you have received to support this application.**

|  |  |  |
| --- | --- | --- |
| Source of additional funding (Vielberth, DFG, Chair funding, etc.) | Amount (€) | Remarks |
|  |  |  |
|  |  |  |
|  |  |  |
| Total amount |  |  |

1. **Notes and additional remarks**
2. **Date of application:** Klicken oder tippen Sie, um ein Datum einzugeben.