(AC)³ IRTG – Travel Grants
Call for applications - 01/2022

15 December 2021

Purpose

The (AC)³ IRTG Travel Grants are explicitly designed to support networking and scientific exchange. We offer travel funds for, e.g., conference, workshop or training attendance and visits to international or national laboratories in order to expand the scientific knowledge and research network of the IRTG members.

Eligibility

All registered IRTG members are eligible to apply. Previous (AC)³ IRTG Travel Grants awarded to the doctoral candidate will be taken into consideration in the selection procedure.

Nature and extent, amount of funding

Applications can be made for conferences, workshops, training courses, summer/fall/winter schools and self-organized research-stays, e.g. with one of the (AC)³ partners, one of your

supervisors or someone outside the (AC)³ community. In principle, only active conference

participation (oral or poster presentation) is funded; exceptions should be justified by the advisor.

We cannot guarantee that all funds applied for will be granted. The amount of funding will depend on the number of applications. Advisors are explicitly asked to check and support the funds applied for. In principle, reimbursement of any travel expenses will be based on UoC rules (cf. *Landesreisekostengesetz*).

Submission of proposals

Applications can be submitted anytime using the Travel Grant application form, which is available on the IRTG webpage. Evaluations are made on a regular basis, usually monthly.

Evaluation

After an initial assessment of their completeness by the IRTG coordinator, applications will be evaluated by the IRTG board. The selection criteria are the motivation and relevance of the event to the candidate's project or professional development. The final decision on the distribution of funds, and of the funding awarded to each successful applicant lies with the Science Steering Team (SST) and is subject to the availability of funds. All applicants will be notified of the outcome of the selection procedure by the IRTG coordination.

After approval

Successful applicants have to apply for reimbursement through the Travel Reimbursement Department of UoC (*Reisekostenstelle*). The necessary forms are available on the (AC)³ data sharing portal (https://cloud.ac3-tr.de/index.php/f/1976306). All documents including all travel receipts have to be submitted to the IRTG coordinator. It is the recipient's responsibility to provide all necessary information in a timely manner to allow smooth processes during application and reimbursement.

Reporting

A written short report (max one A4 page) preferably also an illustrative photo for publication on the (AC)³ website has to be submitted to the IRTG four weeks after the return. A template is available on the IRTG webpage.

For further information, please visit the IRTG webpage (https://www.ac3-tr.de/projects/cluster-z/irtg/) or contact the IRTG coordinator Christa Genz (irtg@ac3-tr.de).