

POLMAR encourages all doctoral candidates to spend time of their PhD project abroad. To this end, we announce the possibility to apply for funding of a research stay within **Europe**:

POLMAR short-term Research Grant – Europe

- Call for 2020 -

The **Helmholtz Graduate School for Polar and Marine Research (POLMAR)** offers short-term research stays (between two and three months) within **Europe** for POLMAR members, providing them with the possibility to undertake part of their doctoral studies in a foreign country, and to allow them the benefit of working within an internationally recognised group of researchers in their specialised area of research.

With the short-term research grant, POLMAR aims to:

- ❖ Offer its members the possibility to undertake a PhD relevant scientific stay abroad of up to three months
- ❖ Assist in increasing competence through an international research experience
- ❖ Promote scientific and intercultural exchange
- ❖ Help building international linkages and networks

1. Eligibility

The short-term research grants are available to doctoral candidates that are a member of the Helmholtz Graduate School POLMAR. We recommend to schedule the stay abroad for the second or the beginning of the third year. Funding is only possible once per doctoral candidate. Applicants need to provide proof of regular meetings with their Thesis Advisory Committee (TAC).

2. Motivation to apply for a short-term research grant

The short-term research grant is available for any scientific rationale that clearly contributes to the objectives of the applicant's PhD project (e.g. learning of new methods, laboratory work, data processing, joint scientific publication). **Field work as the main purpose of the stay abroad will not be funded.** The scientific stay may take place at a university, an independent research institution, or a research laboratory.

3. Selection criteria

Selection criteria are the justified quality, feasibility and added value of the proposed scientific project.

4. Amount and tenure of grants

The research stays will generally be funded for the duration of at least two and a maximum of three months (max. 92 days). Any leave and subsequent extension of the working contract is not possible. Stipend holders might negotiate different solutions with their scholarship provider.

The short-term research grant comprises the following expenditures:

- Travel expenses to and from the host institution (daily transfers between accommodation and research site will not be refunded, but are covered by the day rate)
- Accommodation (please look for student housing or similar)

- Day rate according to the AWI rates for the respective host country (please see table below or consult POLMAR)
- Visa expenses, if applicable

Laboratory expenses (fees, materials) or tuition fees at the host institution cannot be refunded.

Applicants are requested to hold a health insurance valid in the country of destination for the duration of the stay abroad. Furthermore, it is heavily recommended to obtain a private accident insurance. Insurance costs cannot be refunded.

4.1. Cost calculation

Applicants need to submit an estimated budget for the duration of their stay, which includes all positions listed above. Please choose cost-effective fares wherever possible and plan ahead of time.

The following table provides the day rates (24 hours stay) of selected countries of interest. Please consult Claudia Sprengel (POLMAR) if your country of destination is not listed in the table or if you need the day rate for larger cities.

Country	Day rate [EUR]
Austria	33
Belgium	35
Denmark	48
France	36 (Lyon 44, Paris 48)
Ireland	36
Italy	33 (Milan 37)
Netherlands	39
Norway	66
Spain	28 (Barcelona 28, Canary Islands 33, Madrid 33)
Sweden	41
Switzerland	51 (Geneva 53)
UK	37 (London 51)

5. Application requirements and procedure

The following documents need to be submitted:

- Cover letter
- Proposal (max. 5 pages),
 - Describing work content and specifying the objectives of the stay abroad (→ What are your aims and what will be the final scientific output?)
 - Describing the relevance of the stay for your PhD project (→ In what way will the stay abroad contribute to your PhD project?)
 - Providing a detailed time table about the work schedule planned abroad and when it will happen within your PhD project
 - Including a brief description for choosing your particular host institution/working group (→ What will be the benefit for your PhD work from working in this specific host institution/working group?)
 - Specifying the corresponding address of the host institution and/or inviting scientist to be in charge

- Letter of approval by the scientist to be in charge / working group leader at the host institution
 - Stating that the planned research can be carried out
 - Confirming the duration of stay
 - Assuring that necessary academic support is in place and meets the applicants' requirements to successfully accomplish the proposed scientific target (e.g. availability of lab space, working place, access to instruments, sample material if applicable)
- Supporting reference letter of the main supervisor of the PhD project
- Budget estimation, addressing the items listed in 4.1
- Date of the last TAC meeting; proof of these meetings need only to be provided on request

5.1 Application documents

All documents have to be submitted in **English**.

Send complete documents in a single pdf-file to info.polmar@awi.de.

5.2. Deadlines

Deadline for proposal submission is:

- a. **3 July 2020**, for stays abroad that could start in late summer 2020 and into early 2021
- b. As circumstances related to international travel activity allow, we expect to issue a next (international) call in winter 2020 or spring 2021.

Applications will be evaluated within 3 weeks of the deadline.

6. Responsibilities of successful applicants

6.1 Final reports

Successful applicants are requested to submit a final report (4-6 pages) not later than eight weeks after his/her return. The final report should provide information on the benefits of the stay abroad with regard to the respective PhD project but also indicate possible challenges. At least the following topics must be addressed in the final report:

- Background and scope of research stay in relation to PhD project
- Work and outcome of research stay / of collaborations
- Future perspective / outlook
- Challenges of research stay / advice for prospective applicants / lessons learned

6.2 Liabilities

With approval of the POLMAR short-term Research Grant, the applicant officially accepts overall responsibility to meet the objectives of the funding. POLMAR must be acknowledged in any publication or poster presentation resulting from the research stay abroad.

6.3 Further questions

Any questions regarding the POLMAR short-term Research Grant can be addressed to info.polmar@awi.de