

**Application to the Universitätsbund Göttingen e.V. for a travel grant enabling the participation in a scientific conference (promotion of young scientists)**

Universitätsbund Göttingen e.V., Papendiek 16, 37073 Göttingen

*Please fill in using typewriting or block letters!*

**1. Applicant's data:**

Name: \_\_\_\_\_ Age: ..... years

Official Position/Classification (TVL): \_\_\_\_\_

Office/Address: \_\_\_\_\_

Phone/Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**2. Conference Name:** .....

.....

**3. Venue:** .....

.....

**4. Duration of the conference:** ..... to .....

**5. Own contribution:**      oral presentation    poster    none

**6. Member of the Universitätsbund?**      yes      no

**7. Former means granted by the Universitätsbund:**

none

yes/when? .....

**8. Declaration:** I am visiting the conference as part of my work as a

assistant professor      postdoc      PhD student\*

\*For applications of PhD students, an additional statement of the supervisor is necessary. This statement must contain a sound explanation on the outstanding (!) scientific talent of the applicant (not on the importance of the field of research or of the conference).

**9. Confirmation by the managing director of the institute:**

I hereby confirm that the planned conference trip supports the scientific work of the applicant and is, therefore, of particular interest to the institute/seminar.

Göttingen, the ..... the .....

Signature/Stamp

**10. Topic of own contribution to the conference:**

.....  
.....

**11. Short description of the research project:**

**12. Significance of the conference to your scientific work:**

**13. Why do you ask the Universitätsbund to subsidize your conference costs?**

**14. Costs** (to be proved by attachments):

Basis of calculation: journey by train 2<sup>nd</sup> class, journey by plan only if inevitable.

- a) Travel costs: .....
- .....
- .....
- b) Conference fees: .....
- c) Accommodation and food: .....
- d) Other costs related to the conference .....
- Subtotal Costs* .....

**15. Income** (to be proved by attachments):

Please indicate, which subsidies you already applied for and which have been granted.

- a) Own participation in the costs\* .....
- b) Contribution of your institute .....
- c) Contribution of the institute hosting the conference .....
- d) Application at own faculty .....
- e) Application at DFG .....
- f) Application at other institutions .....
- Subtotal Income* .....
- Requested subsidy:** .....

\*Please note that you have to pay part of the costs for being eligible to apply for a conference grant of the Universitätsbund. The amount of your own financial contribution depends on your income.

**16. Details of bank account in case of grant approval:**

Account holder: .....

IBAN: .....

Göttingen, the .....

Applicant's signature