Application for Early Career Incubator

Call 2024

*The texts in italics are to be understood as notes and may be deleted.  
Please observe the following formal requirements:*

* *The application form (1. – 6.) must not exceed five A4 pages (excluding annexes).*
* *Please enclose the following annexes:* 
  + *CVs of all applicants including lists of publications (10 publications max., min. status „accepted for publication“)*
  + *list of acquired third-party funding in the past five years*
  + *approvals (if applicable)*
* *Font type and size: Arial 11; line spacing: single. Exception: for publications/references font size 8 may be used.*
* *Please email your application as one* *pdf file (completed application form including annexes) to [protrainu@uni-ulm.de](mailto:protrainu@uni-ulm.de), subject line: Early Career Incubator 2024*

*and submit a printout of the complete application (including attachments) by in-house mail to the Graduate and Professional Training Center*

* *Applications that do not meet the formal requirements will be excluded from the selection process.*

**1. Applicant/s (project manager):**

*An employment relationship with Ulm University or a scholarship based there are required.*

*Applications may be submitted by early career researchers (postdoc phase onwards in agreement with their heads of institute) as well as by professors of the following faculties:*

* *Faculty of Engineering, Computer Science and Psychology*
* *Faculty of Mathematics and Economics*
* *Faculty of Natural Sciences*

1.1 Applicant (project manager): name, first name, title, institute, faculty, email, phone

1.2 *If applicable:* Co-applicant/s: name, first name, title, institute, faculty, email, phone

*(if applicable, add any further co-applicants)*

**2. Information on the project**

**2.1 Title/Topic**

**2.2 Keywords**

*max. 3*

**2.3 Abstract**

*10 lines max.*

*Please explain subject matter and objective of project idea in a generally understandable way.*

**3. Funding request**

*Funding is provided in lump sums per financial year. The following information serves as an orientation for the ProTrainU Board to assess the feasibility of the project.*

**Budget plan**

*The funding period is 12 months. Please note that the funding amount must be spent within this period. The maximum funding amount is € 100,000. The requested funds must be spent in the respective financial year.*

|  |  |  |  |
| --- | --- | --- | --- |
| Type of funding  per year or period | 2024  *(01/07 to 31/12/2024)* | 2025    *(01/01 to 30/06/2025)* | Total amount |
| Materials and equipment | | | |
| Remuneration  for student assistants (undergraduate or with bachelor degree) |  |  |  |
| Consumables |  |  |  |
| Test person remuneration[[1]](#footnote-1) |  |  |  |
| Travel expenses[[2]](#footnote-2) |  |  |  |
| Publication expenses |  |  |  |
| Scientfic instrumentation[[3]](#footnote-3) |  |  |  |
|  | | | |
| Total amount |  |  |  |

**4. Objective and description of the project**

*Funding is provided for research ideas and event formats for early career researchers (funding line 1) and temporary positions for postdoctoral researchers (funding line 2). The two funding lines may be combined.*

*Please address the following points. These aspects will be used as evaluation criteria.*

* 1. **Significance for early career researchers at the university**
  2. **Scientific quality, originality and innovative potential of the project**
  3. **Prospect of continuation of the project after funding has ended**
  4. **Interdisciplinarity of the project (e.g., more than one faculty involved)**

**Work programme and milestones**

*Describe the timetable for your project and give details on work packages. You may use the table below.*

***Important:*** *When applying for a temporary postdoctoral position (funding line 2) please provide the following mandatory information:*

*1. When applying for bridging the gap between submission and acceptance of a third-party funding proposal: Explain where and when the follow-up funding (i.e., third-party funding proposal) was submitted and attach proof (e.g. confirmation of receipt, reference number, if applicable). Please also explain when this follow-up third-party funding is expected to start if accepted.*

*2. When applying for period necessary to prepare and submit a third-party funding proposal: Give details on the third-party funding source/programme you intend to submit a proposal to, and provide a detailed timetable. Also describe the parts (e.g. preparatory work, publications) not completed yet in order to acquire third-party funding.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **2024** | | **2025** | |
|  | **Qu. 3** | **Qu. 4** | **Qu. 1** | **Qu. 2** |
| **WP 1** |  |  |  |  |
| **WP 2** |  |  |  |  |
| **WP 3** |  |  |  |  |
| **WP** |  |  |  |  |
| **WP** |  |  |  |  |
|  |  |  |  |  |

**5. Approvals**

**Proposed investigations on humans:**

approval of ethics committee is not required

approval of ethics committee is enclosed

approval not yet available; ethics proposal submitted on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Further details (if applicable):

|  |
| --- |
|  |

**Animal experimentation (if applicable):**

The university's animal welfare officers have been notified about the project. It has been checked whether approval according to the Animal Welfare Act (§8 or §8a) or notification (§4) is required.

approval/notification is enclosed

approval/notification is not required (confirmation of animal welfare officers enclosed)

not yet available; proposal submitted on \_\_\_\_\_\_\_\_\_\_\_\_\_

Further details (if applicable):

|  |
| --- |
|  |

**6. Declarations and Obligations**

I herewith certify that the information provided in this application is true and given in good faith, I have read and understood the funding directive and I do not receive funding from any other sources for this project. Furthermore, no other internal and/or external funding has been applied for regarding this project.

I am aware that I assume responsibility for the earmarked use of the funds granted. I also certify that the project will be carried out in accordance with the [Statutes for Safeguarding Good Scientific Practice by Ulm University](https://www.uni-ulm.de/forschung/information-beratung/grundsaetze-guter-wissenschaftlicher-praxis/) and the DFG Code of Conduct “Guidelines for Safeguarding Good Research Practice”.

Signatures of all applicants

|  |  |  |
| --- | --- | --- |
| date, name |  | signature |

|  |  |  |
| --- | --- | --- |
| date, name |  | signature |

*(if applicable, add any further co-applicants)*

I hereby confirm that the applicant can make use of the institute’s core support and that the framework conditions for the implementation of this project are given.

name head of institute \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

signature

1. See regulations by Dez. IV. [↑](#footnote-ref-1)
2. Travel expenses (e.g. costs of research visits of up to a maximum of 3 months, costs of conference travel or journeys to visit co-operating partners) provided they are necessary to successfully carry out the project or serve to present the project results to the scientific public for discussion. The regulations of the Landesreisekostengesetz Baden-Württemberg (LRKG), the travel expenses regulations of Ulm University and the regulations of Ulm University valid at the time of the trip with regard to business trips apply. [↑](#footnote-ref-2)
3. Scientific instrumentation remains the property of Ulm University after project ends. [↑](#footnote-ref-3)