

Guidelines for the application of funds for the advancement of women

The Dean's Office of the Department of Geosciences, in agreement with the decentralized Women's and Gender Equality Officer, allocates material resources to support the academic careers of women and gender research in the department. The funds come from the performance-oriented allocation of funds (LOM) for the area of equal opportunities.

Types of Funding

1. funding of individuals:

Funding for individuals is only available to women* in the Department of Geosciences. It serves in particular to promote scientific and professional careers and requires a clearly defined framework in terms of time and content.

Examples

- Grants for conference and research trips (a.o. conference fees, travel costs, accommodation costs, if nec. child care)
- Grants for printing costs
- Material costs that are not financed via project or budget funds and directly support the research project of a woman* (with the exception of the purchase of computers and computer accessories)

For applications from employees from externally funded projects, a detailed justification must be submitted by those responsible for the project as to why funding from the project funds is not possible.

2. Content-related promotion

The content-related funding provides for the funding of projects that include gender research and issues of gender and diversity.

Examples

- Conferences
- Discussion formats on gender research topics
- Workshops for female scientists
- Events that contribute to the networking and visibility of gender research in the department

Eligibility for Application

All women* in the department are eligible to apply for funding for individuals. All members can apply for content funding. Applicants must have a recognizable relationship to the specified project and the geosciences department.

Submission of an Application

The following documents must be submitted to the decentralized Women's and Equal Opportunities Officer by e-mail (geofrau@zedat.fu-berlin.de) in order to apply for women's promotion funds:

Women* - the application for women's grants is explicitly also available to trans* women (please submit proof of change of civil status or dgti supplementary ID)

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- the completed and signed application form for women's advancement funds, which can be found on the website of the decentralized Women's and Equal Opportunities Officer
- a letter of reference from a professorial member of the faculty
- Curriculum vitae in tabular form for individual funding
- for employees from third-party funds Statement from the project manager

Decision on the application

For application amounts below € 500, the decision on funding lies with the decentralized women's and equal opportunities officers. The Dean's Office, in agreement with the decentralized Women's and Equal Opportunities Officer, decides on the funding of application amounts of €500 or more at its regular meetings.

The allocation of material resources is needs-based and not performance-based.

There is no retroactive distribution of funds. Retroactive support for projects that have already been carried out is not possible.

The financing of catering or daily allowances is not possible.

The maximum application amounts for travel expenses (excluding conference fees) are as follows:

- max. 500 Euro within Germany
- max. 1000 Euro European countries
- max. 2000 Euro for countries outside Europe
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The Dean's Office reserves the right to provide partial funding for the amounts applied for.

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Application Periods

If the dean's office is involved in the decision on funding, the application must be submitted at least one week before the meeting date.

The application deadlines are published on the website of the decentralized Women's and Equal Opportunities Officers. The meeting dates of the Dean's Office are published on the website of the decentralized Women's and Equal Opportunities Officer.

These guidelines come into force with their publication on 22.Mai 2024 and are valid until further notice.

The Women's and Equal Opportunities Officer together with the Dean's Office of the Department of Geosciences.

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