

## Die Förderkommission

### Guidelines on the research budget

As part of the research funding strategy, the Presidential Board is establishing a separate research budget designed to provide low-threshold support to researchers at HCU.

On 10.04.2026, the Funding Committee adopted the following guidelines for the allocation of funds:

#### Article 1 Research budget

A research budget is made available to support researchers. The amount is announced annually.

#### Article 2 Funding Committee

1. The Presidential Board shall establish a Funding Committee chaired by the Vice-President for Research and Internationalisation, comprising one representative from each faculty and the HCU's Scientific Manager.
2. The respective Dean shall decide on the appointment of their representative to the Funding Committee.
3. The term of office shall be two years.
4. The Funding Committee shall meet at least four times a year. The meetings are not open to the public. Decisions require a majority vote. Abstentions are permitted only in the case of one's own motions. In the event of a tie, the Chair shall have the casting vote. Minutes shall be taken.
5. The Funding Committee shall report to the Executive Board after each meeting on decisions relating to the budget and to the University Senate at the end of the calendar year on its general activities.

#### Article 3: Objective of the funding

Our aim is to promote excellent, innovative research initiatives – in particular to facilitate projects under the DFG, Horizon Europe and the Volkswagen Foundation.

In doing so, we place particular emphasis on highlighting interdisciplinarity and internationality.

A key priority for us is the targeted support of early-career researchers.

#### Article 4 Funding programs

The Funding Committee allocates the total budget on the basis of quality and specific criteria.

##### A. Early-career researchers

- I. Purpose  
Travel to conferences, congresses, networking events, field studies, and similar
- II. Eligibility  
Doctoral candidate, postdocs, junior professors
- III. Conditions  
Max. €500 per application for travel within the EU and EFTA  
Max. €2,500 per application for transcontinental travel

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### **B. Research-oriented networking activities at HCU**

- I. Purpose  
Invitations to external speakers and mini-workshops held on HCU premises
- II. Eligibility  
Research assistants, professors
- III. Conditions  
Up to a maximum of €250 per speaker (honorarium) and travel expenses  
Up to a maximum of €2,500 per workshop

### **C. Workshops outside HCU**

- I. Purpose  
Organisation of research workshops outside HCU
- II. Prerequisite  
Research assistant, professorship
- III. Conditions  
Event organised by at least two different professorships

### **D. Seed funding / preparation of applications / publications**

- I. Purpose  
Preparatory work for research initiatives (data collection, interviews, experiments, laboratory tests, etc.)
- II. Eligibility  
Research assistants, professors
- III. Conditions  
up to a maximum of €5,000

### **E. Special format**

- I. Purpose  
Formats not covered by A to D
- II. Prerequisite  
Research assistant, professorship
- III. Condition  
None

## Article 4 – Calls for proposals – Application procedure

1. The Funding Committee invites applications twice a year. The deadline for submissions is at least four weeks.
2. Applications must be submitted exclusively in digital form to a designated email address.
3. A form for general information is provided for the applications.
4. The following documents, at a minimum, must also be submitted in an informal format:
  - i. Research topic
  - ii. Reason for application
  - iii. Timetable

## Article 5 Effective Date

The Research Budget Guidelines will come into effect on 1 May 2026.