

# **Research Visitor Grant Guidelines**

## **Objectives**

The CASCB funding line “Visitor grant” is designed to support travel and accommodation cost for visiting scientists invited by CASCB researchers to collaborate on cluster-relevant research projects. It is expected and desired that cluster-funded visiting scientist are prepared to give a talk in the cluster-seminar series, and that the inviting researcher or group plan to host other activities to allow the visitor to interact with the community. Upon end of the visit, a short report following the respective CASCB template is to be returned to the cluster office. Extension or holiday stays beyond the duration of the proposed visit cannot be funded by the cluster.

Visitor grants could support or co-support:

- Individual transportation costs between the visitor’s home location and Konstanz
- Accommodation costs for the duration of the proposed visit

Financial support is based on the guidelines of the University of Konstanz. Receipts and proof of payment must be submitted for all cost.

## **Funding Scope**

Visitor grants can be awarded for up to 10,000 Euros. Funding of full budget requests can only be granted if there is no other funding option available, for example through projects already funded by the cluster (especially large projects) or other sponsors. Co-funding with applicants’ own or third-party funding is possible and welcome, especially if alternate funding sources are not able to cover the entire budget.

## **Eligibility**

Individual members of the University of Konstanz or Max Planck Institute of Animal Behavior are eligible to submit a visitor grant proposal if they have no or not enough funding available to host visitors during research collaborations.

## **Proposal and Decision-Making Process**

The proposal process for the Visitor Project funding line consists of a one page proposal. Proposals must be submitted via the Visitor Grant TEMPLATE. The following general funding criteria apply:

- Statement of relevance of the proposed visit outlining 1) the merit of an on-site visit for the collaboration in a cluster-relevant research project, 2) the considerations of inviting the proposed visitor's field, expertise and qualification, 3) potential interest by other cluster members to interact with the visitor.
- Proposed visitor's CV or link to website, including list of publications.
- Time schedule of the visit, including possible dates for a seminar talk and other activities.
- Travel cost and accommodation budget overview
- If applicable: list of confirmed and potential co-funding sources.

Visitor grant proposals will be reviewed and decided by the CASCB Board of Speakers and can be submitted at any time. Decisions will be taken at the next possible scheduled monthly meeting.

Please submit Visitor grant proposals to:  
Alexandra Wild [alexandra.wild@uni-konstanz.de](mailto:alexandra.wild@uni-konstanz.de)