

# Gertrud Feiertag Grant

of the Equal Opportunity Coordination Office of the University of Potsdam

### 1. Aim of the Grant

The Equal Opportunity Coordination Office of the University of Potsdam supports members of the university with cash benefits to enable them to study or research without financial worries.

The grant is primarily meant for female students, young female researchers, and parents after a family-related interruption. The grant has the aim to increase the proportion of women at all levels of academic qualification.

### 2. Funding Criteria

a) Funding for female PhD students to support the successful completion of their doctoral studies (completion grant).

b) Funding for female students who are in the process of applying for a follow-up project/research project (doctoral studies/ post-doctorate) after having successfully completed their studies or doctorate (bridging grant).

c) Funding for persons who want to continue their qualification project after a family-related interruption of the academic qualification of at least 6 months and who aim at a timely completion (re-entry grant).

d) Funding for persons facing extreme social hardships, often in connection with multiple stress factors (relief grant).

### 3. Funding Conditions

Only persons who are employees or students at the University of Potsdam, striving for an academic qualification, and who can be assigned to at least one of the selection criteria are eligible for funding. The Gertrud Feiertag Grant of the University of Potsdam does not replace regular funding of a qualification. If there is no student grant from public funds or if it can be proven that all options of regular funding have been exhausted, it is possible to apply within the framework of the four funding lines. Funding from multiple different funding programs for early career researchers is excluded. Additional income during the funding period is possible. In case of students, the tax-free amount is equal to that of the Bafög additional income (German Federal Education and Training Assistance).

Income from gainful employment (gross income) of persons to be funded from other status groups that exceeds the tax-free basic allowance as defined by income tax law will be offset against the grant. The simultaneous receipt of unemployment benefit (ALG II) is not compatible with the grant.

#### **4. Funding Period**

The maximum funding period is six months. If a grant under this program has been approved for a shorter period, a new application is possible until the overall funding period is exhausted. The funding period applies to all four funding lines as a whole. Repeated funding from multiple funding lines can only be granted for the maximum period.

#### **5. Funding Amount**

The maximum rates of the grant are €800/month for students, €1,000/month for doctoral candidates and €1,300/month for postdocs. In addition, a child supplement of 160€ per child per month is paid. The amount of funds available each year depends on the budget and third-party funds raised for this purpose.

#### **6. Application**

- a. For your application, submit the completed and signed application form, CV, and a cover letter stating the reasons for the need of support (one standard/A4 page) to the Equal Opportunity Coordination Office ([gba-team@uni-potsdam.de](mailto:gba-team@uni-potsdam.de)).
- b. For the completion and the re-entry grant, you have to submit a short, generally understandable description of the qualification project (max. 1/2 page, no thesis paper, no literature lists, etc.), the current work status, and a content-related and time-related goal for the completion of the qualification project or proof of the planned further funding after the expiration of the Gertrud Feiertag Grant.
- c. For the re-entry grant, you have to submit the birth certificate of the child/ children or another proof (copy) for the family-related interruption.
- d. For funding due to social hardship, proof of such social hardship must be submitted.
- e. If pursuing gainful employment, you have to submit proof of your gross income.
- f. If you apply for a child benefit supplement, you have to submit the child's birth certificate (copy).

#### **7. Selection Process**

A committee, which will be formed by the Equal Opportunity Coordination Office, decides on the awarding of the grant on the basis of the submitted documents. If necessary, a personal or virtual meeting can be requested as part of the selection process. Once the selection process has been completed and after a positive vote, a grant contract is concluded between the applicant and the Equal Opportunity Coordination Office.

#### **8. Payment Period**

Only the signing of the grant contract by both parties constitutes a commitment to receive the grant. The grant will be transferred to the specified account on the 15<sup>th</sup> day of the respective month.

#### **9. Completion of the Grant**

The grant ends with the expiration of the approval period. The grant ends with the completion of the qualification project even if the approval period is not yet completed. The qualification project is considered completed when the bachelor's/ master's thesis has been submitted, the last examination has been passed in non-bachelor's/ master's degree programs, or the doctoral or post-doctoral thesis has been submitted.

## **10. Obligation to Cooperate**

- a. If a grant is approved for a period of more than three months, an interim report must be submitted after half of the approval period. The interim report must describe the status of the qualification project.
- b. A final report must be submitted upon completion of the grant regardless of the funding period. The final report must contain a brief outline of the work status. It must show the extent to which the funding objective has been achieved. The report must be signed by the grant holder and submitted no later than one month after the end of the grant.

## **11. Repayment**

If a funding commitment is obtained on the basis of false statements, the grant contract can be terminated immediately by the university. The amounts paid up to that point of time must be repaid in full before the end of the current budget year.

Grossly negligent conduct that jeopardizes the completion of the qualification project will also lead to premature termination of the funding.

## **12. Controlling**

The Central Equal Opportunity Commissioner reports annually to the Senate Commission for Equal Opportunity about the achieved funding goals of the bridging program. The distribution of the grants in relation to the various funding lines must be presented. The scope and amount of the total funding, the proportion of female grant holders and of international grant holders must be documented with figures. The payment of the child benefit supplement must be differentiated according to the number of children/grant.