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Tender for the award of

Doctoral scholarships in the GRACE graduate school

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1. purpose of the scholarship

In order to support qualified young scientists as well as to promote scientific cooperation, PhD scholarships are awarded within the framework of GRACE. GRACE is the graduate school for PhD students of the KIT Climate and Environment Center of the Karlsruhe Institute of Technology (KIT).

2. legal basis

The basis for the award is the Guideline for the Award of Qualification, Research, and Mobility Scholarships at the Karlsruhe Institute of Technology (KIT), official announcement No. 51 of 2020 dated September 23, 2020. It is accessible in the official announcements of KIT https://www.sle.kit.edu/downloads/AmtlicheBekanntmachungen/2020_AB_051.pdf and applies unless otherwise stipulated below.

3. condition for granting

In particular, highly qualified university graduates who wish to carry out a doctoral project in GRACE in a national or international context, free of instructions and based on their own initiative, are eligible for funding.

Doctoral scholarships for doctoral students: In the case of support for a doctorate, the granting of the scholarship requires the existence of a doctoral agreement. Acceptance as a doctoral candidate by a KIT faculty, even with reservations, must take place within six months of the start of the scholarship. A doctoral scholarship may also be granted to doctoral candidates for whom acceptance as a doctoral candidate by a faculty of another university is available, if they are supervised at KIT.

4. application procedure

Scholarships are advertised at grace.kit.edu or in the GRACE community.

An application for doctoral scholarships should include the following documents: Curriculum vitae, letter of motivation, proposal of a qualification program accompanying the doctorate, letter of recommendation from the supervisor of the doctorate. In particular, the application should describe the applicant's own specific scientific project and the extent to which the project fits into the scientific group and the orientation of GRACE.

5. selection procedure

The decision on the awarding of the scholarships is made by the steering committee of the graduate school.

The decision will take into account § 16 para. 2 of the Guideline for the Award of Qualification, Research and Mobility Scholarships at the Karlsruhe Institute of Technology (KIT), official announcement No. 51 of 2020 dated 23.09.2020.

Selection will be based on an overall assessment of the application. In particular, the following selection criteria may be considered: Academic performance, applicant's professional fit with GRACE, applicant's future potential, social criteria if applicable, scientific qualifications, and applicant's previous scientific accomplishments (determination, professional breadth, scientific productivity).

6. scholarship benefits doctoral scholarships

The amount of funding is based on the current scholarship rates for doctoral scholarships of the German Research Foundation (DFG) according to DFG form 2.22a

According to this, the scholarship currently amounts to between 1,000 and 1,365 euros per month (basic amount), depending on the qualification of the scholarship holder and the intended doctoral project.

In addition, funds for material and travel expenses are provided in the current amount of 103 euros per month (material cost allowance). In the case of doctoral fellowships granted for a short period of time to complete an already advanced doctorate (doctoral completion fellowships), the granting of a material and travel allowance will be decided on a case-by-case basis.

In addition to these scholarship components, an incentive allowance of up to 200 euros per month may be granted in justified cases to attract highly qualified doctoral candidates.

- for projects in engineering, computer science (including business informatics), physics, chemistry and applied mathematics
- for projects of other subjects, if graduate/master engineers, -computer scientists (including -business computer scientists), -physicists, -chemists and -mathematicians (applied mathematics) are to work there.

A child allowance is added to all basic fellowship amounts, if applicable. It is based on the DFG rates according to DFG guidelines for use DFG form 2.22. It currently amounts to the following per month

- with one child 400,-EUR
- with two children 500,-EUR

- with three children 600,-EUR

For each additional child, the child allowance increases by EUR 100 per month.

Fellowship holders may take parental leave in accordance with Section 15 (1) to (3) of the Federal Parental Allowance and Parental Leave Act (BEEG). If the fellowship is continued, any benefits received by the fellowship holder under the BEEG will be offset against the fellowship, with the exception of the basic parental allowance.

Upon request, the stipend can be suspended when taking parental leave; in this case, the Graduate School will pay a top-up of the state parental allowance according to the Federal Parental Allowance and Parental Leave Act up to 500 euros. The top-up amount is a maximum of 200 euros.

If both parents receive a GRACE stipend, the child care supplement is paid at most once. The parental allowance, on the other hand, is paid to both parents in this case as well.

The family allowance, childcare allowance and parental allowance supplement are intended to help graduate school scholarship holders reconcile family and doctoral studies. In justified cases, the supplements are therefore also paid to GRACE doctoral students who receive external scholarships, provided that it can be proven that they are not entitled to equivalent support from the scholarship holder.

If periods of statutory maternity leave fall within the funding period, the funding period will generally be extended by the period of statutory maternity leave upon written application by the grant recipient. The fellowship will continue to be paid during maternity leave, insofar as this is provided for in the funding regulations of the third-party funding provider.

7. cooperation obligations of the scholarship holders

The progress of the doctoral project must be regularly documented to the supervisors. Approximately six months after taking up the fellowship, the progress of the work should be discussed in a first interim presentation. Likewise, progress should be presented at the end of the first and second year to confirm continuation of the fellowship.

The office of the GRACE Graduate School must be informed immediately if the funded work project is completed, discontinued, interrupted or continued at another university. Furthermore, the summons to the oral doctoral examination must be communicated.

The office of the GRACE Graduate School must be informed immediately of all facts that are of importance for the assessment or further granting of the scholarship. Changes of address or bank account details must also be reported immediately.

8. ancillary earnings

Scholarship holders are obliged to concentrate on the purpose of the scholarship. The scholarship holder may take up gainful employment if this does not impair the achievement of the purpose of the scholarship. This requirement is generally considered to be met if the time required for one or more gainful activities per week does not exceed one quarter of the regular collectively agreed working hours based on full-time employment. KIT will examine whether the gainful employment jeopardizes the fulfillment of the purpose of the scholarship. In such cases, KIT reserves the right to terminate or interrupt the scholarship.

KIT must be informed in advance of the commencement of employment about its duration. After conclusion of the employment contract, a copy of the same is to be attached to the funding file.

9. status of the scholarship holders

The scholarship holders carry out research projects as an activity free of instructions vis-à-vis KIT. The fellowship does not constitute a work, service, or other employment relationship.

Scholarship holders are responsible for the payment of taxes and social security contributions in Germany and abroad and shall indemnify KIT against all claims of third parties in this respect. A scholarship may in principle be tax-exempt within the framework of the provisions of Section 3 No. 44 of the German Income Tax Act (EStG) and may not be subject to the progression proviso pursuant to Section 32 b of the EStG. For domestic scholarship providers, the tax office responsible for assessing the scholarship provider for corporate income tax (for KIT: Karlsruhe-Stadt tax office) must check whether the conditions for tax exemption of the scholarship are met. At the request of the scholarship recipient or his or her tax office, this tax office must issue a certificate stating that the requirements of Section 3 No. 44 Sentence 3 Letters a and b EStG have been met or refuse to issue the certificate.

The scholarship holder is responsible for taking out health or liability insurance.

The following applies in principle to accident insurance coverage:

- KIT fellows staying on KIT premises on behalf of or with the consent of KIT are insured against the consequences of occupational accidents and diseases during their stay on KIT premises. The fellows themselves are responsible for any additional accident insurance coverage, e.g. for commuting accidents.

- KIT scholarship holders who are enrolled at KIT are insured against accidents by law during their education and training at the university. Accidents at work also include accidents on the way to and from the place of activity related to the insured activity.

Insofar as the scholarship holders are employed at KIT, they may be insured against accidents as employees within the scope of this activity.

In all other respects, the scholarship holder is generally responsible for accident insurance coverage. responsible themselves.

10. handling of personal data

KIT will report on the awarding of the grants within the scope of the utilization report in accordance with the utilization regulations of the third-party funding sources.

KIT will in each case forward a control notification to the competent tax office regarding the corresponding payment in accordance with the "Regulation on Notifications to the Tax Authorities by Other Authorities and Public Broadcasters" as amended from time to time.

It must be ensured that the data subjects are adequately informed about the processing of their personal data for scholarship administration purposes. If this is in doubt, the Data Protection Office must be consulted. The same applies to compliance with data protection regulations when transferring personal data to third-party funding sources.