

Guidelines

Regensburg University Foundation and other foundations

I. Application requirements

Requests for funding can be filed by professors and assistant professors only.

II. Allowances

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| 1. Daily allowances including accommodation* | 120,00 € |
| 2. Plane tickets/travel expenses, reimbursement of low-priced rates only | |
| 3. By car, reimbursement up to <u>tax-deductible</u> amount (no rental cars) | |
| 4. Additional expenses max. 10 % of granted funds | |

These allowances are maximum rates. Lower rates should be given preference. The board of directors of the Foundation can allow rates exceeding the maximum for reasonable exceptions.

III. Other projects

According to the specific purpose of the respective foundation, not only academic events and stays of visiting scholars can be funded but other projects as well. For the approval of these projects the according receipts have to be presented (to a maximum of the granted funds). These projects also have to be realized in the most cost-effective way.

IV. Duration of stay

Due to high travel expenses, the stay of the visiting scholar at the University of Regensburg should be of the most effective benefit. The stay should be designed to provide opportunities for scholarly exchange with students, graduates and postgraduates as well as with the inviting professor. Scholarly visits requiring high travel expenses should at least have a duration of one week to guarantee a fruitful and extensive scholarly cooperation. A stay of only one or two days of a professor visiting from the United States, for example, cannot be supported.

V. Appropriation of funds

The granted funds have to be requested at the University with the appropriate form, in accordance with the date of the academic event. Allocation of the grants has to be accounted for by December 31st, otherwise the funds will be collected by the Foundation. It is possible to apply for an extension of the time period.