



## ERA Fellowships - Fact Sheet

As part of the national strategy for the European Research Area (ERA), Germany is expanding its collaboration with the EU13 member states<sup>1</sup>. Against this background, the Federal Ministry of Education and Research has launched the “ERA Fellowships” programme. The programme aims to build up capacities in key actors in the field of science management from EU13 science organisations. It shall also strengthen networking and cooperation between research organisations, research funding organisations and higher education institutions in Germany and the partner countries.

**Time period:** From 6 weeks (minimum term) starting 1 September 2016 up to 3 months (maximum term).

**Number of funded guest stays:** 26 at maximum (at least one fellowship per EU13 state is envisaged)

**Application period:** 20 November 2015 until 29 February 2016

### Who is it for?

The programme is designed for science managers (middle administrative management level) from research organisations, research funding organisations or higher education institutions in EU13 states (EU13 fellows) and German research organisations, research funding organisations or higher education institutions (host organisations) interested in exchanging knowledge or establishing / expanding a network.

### How does it work? Theory and practice

**Guest stay:** During their guest stay at a German science organisation or higher education institution, the EU13 fellows gather practical experience in science management. They will get in-depth insights and exchange views on scientific management procedures and processes on an expert level. Before a fellowship begins, a structured training concept will be agreed with the German host institution.

**Campus weeks:** In addition to the guest stay at a host organisation, the ERA Fellowships programme features a theoretical part. An attractive programme awaits the participants on campus: Structured in “thematic days” on, inter alia, knowledge transfer, EU research funding, or internationalization, the campus weeks will provide opportunities for learning, the exchange of experiences and intensive networking. German experts will lead discussions and study trips. The weeks on campus are part of the programme, so participation is obligatory for the EU13 fellows. Colleagues from the German host organisations are welcome to participate in the activities subject to the availability of seats.

#### Campus week 1

Time period: 1-9 September 2016

Venue: Bonn

#### Campus week 2

Time period: 10-16 October 2016

Venue: Berlin

For information on venues, accommodation and programme please see:

[www.era-fellowships.de/en/index.php](http://www.era-fellowships.de/en/index.php)

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<sup>1</sup> EU13: Bulgaria, Croatia, the Czech Republic, Cyprus, Estonia, Hungary, Latvia, Lithuania, Malta, Poland, Romania, Slovakia and Slovenia

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### Application requirements

**German host organisation:** Eligible host organisations are non-university research organisations, research funding organisations and higher education institutions located in Germany. Based on a training concept they sign a cooperation agreement with the EU13 fellow covering a guest stay of between six weeks at minimum and up to three months at maximum, starting 1 September 2016. The application is submitted by the host organisation. It comprises the training concept, the cooperation agreement, the host organisation's consent to the fellow's participation in the weeks on campus, a short CV (of the EU13 fellow) and the consent of the fellow's employer at home to his/her taking part in the ERA Fellowships programme for the duration of the guest stay.

**EU13 Fellow:** The EU13 Fellows work at middle administrative management level in a science organisation located in an EU13 state. They have at least three years' work experience in science management and possess a good command of English (at least B2 level according to the Common European Framework of Reference <http://www.linguanet-europa.org/pdfs/self-assessment-grid-en.pdf>). German language skills are a plus. The EU13 Fellows sign a cooperation agreement with the German host organisation. In addition, they provide a short CV as well as their employer's consent to their taking part in the ERA Fellowships programme.

- Templates for the training concept (project description), the cooperation agreement, the host organisation's consent to participation in the weeks on campus, the short CV (EU13 Fellow) and the employer's consent to participation in the ERA Fellowship programme (EU13 Fellow) are available for download on the ERA Fellowships website: [www.era-fellowships.de](http://www.era-fellowships.de)
- You are looking for an EU13 Fellow or a German host organisation? Please use the partnering tool on the ERA Fellowships website [www.era-fellowships.de](http://www.era-fellowships.de). You may enter your profile and look for suitable partners.

### How much funding is provided?

Funding covers the following eligible expenses/costs, differentiated according to the length of stay (6 weeks at minimum, 3 months at maximum):

For EU13 Fellows:

- a) Travel expenses/costs for the journey from and to their home countries at the beginning and the end of their guest stay as well as expenses/costs for project related domestic travel in Germany (airline tickets: economy class, rail tickets: 2nd class). Reimbursement from the host organisation based on the actual costs incurred.
- b) Allowance for the costs of living during the guest stay in the amount of Euro 2,500 per month / Euro 1,250 per half month. Health insurance fees or fees for any other insurance are included in this lump sum and may have to be paid by the grantees themselves.

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For the German host organisation:

- c) Lump sum for material costs and personnel costs in the amount of Euro 900 per month / Euro 450 per half month. Travel expenses for host organisation employees who take part in events of the campus weeks may also be claimed. As a rule, the basic equipment of the participating organisations is not covered or supplemented by the lump sum. Since the ERA Fellowship programme is intended to build and expand networks and does therefore not constitute an original research project according to the guidelines for the allocation of grants on an expenditure basis, no lump sum can be granted to universities and university hospitals.

The German host organisations are the sole grantees. They are charged with distributing the funds to the EU13 Fellows and with reimbursing their travel expenses.

### Questions?

Please refer to the service section of the website [www.era-fellowships.de](http://www.era-fellowships.de) or consult the contacts below

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