

Application Guidelines

Strategic Scientific Workshops

Who may apply?

Applicants for a Strategic Scientific Workshop have to be senior faculty members of the University of Bayreuth, i.e. Professors, as well as Junior Professors, Habilitation candidates, and (Junior) Working Group Leaders. The Centre offers funding for Strategic Scientific Workshops to eligible applicants from all disciplines at the University of Bayreuth. However, members of the Cluster of Excellence cannot apply if the research focus of the application is on African Studies.*

What do I need to know about the workshop format and those involved?

The Strategic Scientific Workshop aims to strengthen the University's [Focus Areas](#) and likewise to deepen existing or to establish new ties with international researchers from abroad with a clear objective to create sustainable research networks for the University of Bayreuth.

A Strategic Scientific Workshop involves at least one current or envisaged international institutional partner, preferably from the [University's strategic hubs or key regions](#) ([Structure- & Development Plan](#)). Applicants need to submit a joint application for a subject-specific workshop with well-defined strategic objectives for further development. The workshops should take place on campus or in the surrounding region for a minimum of two days.

What is the overall budget to realise the Strategic Scientific Workshop?

Support for each workshop is subject to the event's complexity and may be granted up to 20,000 EUR. Complementary funding is welcome. We ask applicants to detail all expenses in a comprehensive budget plan as part of their documents submitted. Please use our [template](#) for the budget plan. It is advisable to discuss the budget plan with the office prior to submission of the application. Please contact the [Office](#) of the Bayreuth Humboldt Centre for assistance.

Where do I find additional information about the programme?

For additional information, please visit our [website](#) or our [Frequently Asked Questions](#).

Whom may I contact for information when preparing my application?

Candidates preparing an application for workshops are invited to contact the Bayreuth Humboldt Centre [Office](#) for further inquiries.

* Members of the Cluster of Excellence (as defined by [§ 11 \(3\) of the Cluster Rules](#)) cannot apply if the research focus of the application is on African Studies. This is due to regulations of the German Research Foundation stipulating that the Centre cannot provide funding to enhance resources of the university's Cluster of Excellence.

How do I apply?

Please submit your **complete application** via our [online form](#)

In addition to the information requested in the online form, applicants need to submit the following documents:

1. **Exposé of the planned research project** including the following documents (one document, max. 8 pages):
 1. Workshop title and description of the scientific objectives
 2. Descriptions and roles of main participants and institutions involved
 3. Description of the main participants' contribution
 4. Outline of how the University of Bayreuth may benefit from this workshop immediately and on a longer timescale, including strategic objectives
 5. A budget plan (please use this [template](#))
 6. A workshop plan
2. **CVs** (max. 3 pages) and **lists of publications** (max. 2 pages) with relevance to the Workshop's objectives from main collaborative international partners

Please conform to the following formatting standards: *font* Arial, 11 pt; *line spacing* 1.5; *all margins* 2.5 cm. Page limits may not be exceeded. We will not consider incomplete or late applications. The application needs to be submitted in English. In exceptional cases German is possible.

How are the applications evaluated?

The Executive Board of the Bayreuth Humboldt Centre will evaluate the applications according to the following criteria:

- Academic excellence of the applicants and suggested participants to date
- Academic excellence of the proposed cooperative workshop at UBT
- Strategic significance and sustainability of the proposed workshop goals
- Interconnectivity with UBT and feasibility of the Strategic Scientific Workshop

When will a decision be made?

An announcement of the decisions made on the applications is expected in September 2025.

Are there specific research priorities?

There are no research priorities. Researchers from all disciplines may apply*. Both disciplinary and interdisciplinary Strategic Scientific Workshops are possible.

Who is responsible for organising the Strategic Workshop at the University of Bayreuth?

The main applicant is fully responsible for organising and administering the Strategic Scientific Workshop according to the terms and regulations issued by the Bayreuth Humboldt Centre. The Centre's office will advise on the use of expenses.

Timetable

Call for applications	May 2025
Application deadline	July 2025
Review procedure	September 2025
Awarding decision	September 2025
Notification of applicants	October 2025
Earliest date for conducting the Workshop	October 2025
Latest date for conducting the Workshop	October 2026
Latest call for billing	6 months after end of Workshop

Items asked in the online form for your preparation:

Main Applicant:

First name*
Middle name
Family name*
Title*
Current Position*
Institute*
Faculty*
Employed at UBT since*
E-Mail*
Website
Telephone Number*

Research Profile:

Research Discipline (Major)*
Research Discipline(s) (Minor)*
Research Tags*

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Additional Relevant Information**List of awards and accomplishments** (if applicable)

Please list your 5 most relevant awards and accomplishment (max. 5 awards).

Year / Award

List of relevant duties and responsibilities beyond your professional employment (if applicable)

Max. 5 entries

Year / Responsibility

Curriculum Vitae* (Upload)**List of Publications* (Upload)****Envisaged Strategic Scientific Workshop**

Workshop Title. (max. 200 characters)*

Abstract (max. 1000 characters)*

Main disciplinary fields of the project (max. 3 entries)

Projected time frame of the Strategic Scientific Workshop

Fixed (start and end date) / flexible (earliest start date and latest end date)

Additional UBT applicant (if applicable)

First name

Middle name

Family name

Title

E-Mail

Website

Current Position

Institute

Faculty

Employed since

Curriculum Vitae (Upload)**List of publications (Upload)****Main collaborative partner(s): (mind. 1, max. 4)**

First name*

Middle name

Family name*

Title

E-Mail*

Website

Current Position*

Institute/ Employer*

Address*

Employed since*

Curriculum Vitae* (Upload)**List of publications * (Upload)**

Have you collaborated with one or more of these partners in the past? If so, how?
(max. 500 characters)

Documents for Submission**Exposé of planned research project* (Upload)**

Declaration of Accuracy and Consent

Ich versichere die Richtigkeit der oben gemachten Angaben. Änderungen und Zusätze werde ich dem Bayreuth Humboldt Centre umgehend bekanntgeben. Die Hinweise zum Antrag sowie die [Ausführungen zur Datenerfassung](#) habe ich zur Kenntnis genommen, insbesondere, dass die Verantwortung für die Vollständigkeit dieses Antrags bei mir liegt. Ich erkläre mich damit einverstanden, dass die Bewerbungsunterlagen für 5 - 10 Jahre beim Bayreuth Humboldt Centre verbleiben.

I certify that the information provided in this application is accurate to the best of my knowledge. Furthermore I agree to inform the Bayreuth Humboldt Centre immediately of any changes and amendments. I have taken note of the information provided in and regarding this application as well as the [notice about the storage of personal data](#). I accept responsibility for the completeness of my application. I agree that this application and accompanying documents shall remain with the Bayreuth Humboldt Centre for 5 - 10 years.

all fields with (*) are required