**Application Form**

**Universität Zürich – Humboldt-Universität zu Berlin**

**Joint Seed Money Funding**

**Instructions**

The Universität Zürich (UZH) - Humboldt-Universität zu Berlin (HU) Call for joint seed-money funding aims at fostering new collaborative initiatives in research between both universities.

Researchers of UZH and HU should submit their joint proposal simultaneously in Berlin and in Zurich by **November 6, 2019**. Proposals should be sent electronically as one PDF file (max. 5 MB) to the following addresses:

At Humboldt-Universität zu Berlin: At University of Zurich:

International Department Office of the Vice President Faculty

Affairs and Scientific Information

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The coordinators are pleased to answer any questions.

**Please submit:**

1. **Completed application form, including:**
2. **Description of the planned project/ activity (3 - max. 4 pages)**

* Content, scientific merit and goals, including a time frame
* Current state of research
* Synergies and added values for both UZH and HU, and why the collaboration is well-suited for the project
* sustainability of the project, eligibility for third-party funds

1. **Detailed budget calculation**

**As well as:**

1. **Complete CVs of project leaders and a list of all prospective recipients of both sides**
2. **Endorsement letter of respective UZH and HU head of department**

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| **1. Project/ Activity** | |
| Project Title |  |
| Priority Research Area |  |
| Intended Start Date |  |
| Duration | From:       To: |
| Where will the project/ activity take place? | UZH:  HU:  Other location: |

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| --- | --- |
| **2. Project Leader 1** | |
| Last name |  |
| First name |  |
| Title |  |
| Function |  |
| Home institution |  |
| Institute/ Department |  |
| Faculty |  |
| Address |  |
| Phone |  |
| Email |  |

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| --- | --- |
| **3. Project Leader 2** | |
| Last name |  |
| First name |  |
| Title |  |
| Function |  |
| Home institution |  |
| Institute/ Department |  |
| Faculty |  |
| Address |  |
| Phone |  |
| Email |  |

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| --- | --- |
| **4. Project Participant** | |
| Last name |  |
| First name |  |
| Title |  |
| Function |  |
| Home institution |  |
| Institute/ Department |  |
| Faculty |  |
| Address |  |
| Phone |  |
| Email |  |

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| --- | --- |
| **5. Project Participant** | |
| Last name |  |
| First name |  |
| Title |  |
| Function |  |
| Home institution |  |
| Institute/ Department |  |
| Faculty |  |
| Address |  |
| Phone |  |
| Email |  |

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| **6. Other Project Participants** | | | | |
| Last name | First name | Title | Function | Home Institution |
|  |  |  |  |  |
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| **7. Summary of the Project/ Activity, 3 – max. 4 pages** (content and scientific merit, goals, current state of research, synergies and added values for both sides, and time frame) |
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| **8. Budget**  Please note that the maximum amount of seed funding per project/ activity is EUR 10'000. | |
| Expenses | Amount in CHF  or EUR |
| Travel costs |  |
| Accommodation |  |
| Material costs (rental fees, catering, expenses for public relations, speaker fees, etc.) |  |
| Infrastructure and catering (for workshops or seminars) |  |
| Other costs (please specify) |  |
| **Total amount** |  |
| **Co-funding from third parties, i.e. other institutions** | |
| Institution |  |
| Amount |  |