

Guidelines for scholarship applications at the German Archaeological Institute as approved by Germany's Federal Foreign Office on 20.08.2020

Introduction

The statutes of the German Archaeological Institute (DAI) stipulate that its mission is to carry out, promote, and publish worldwide research in the various archaeological disciplines and their adjacent specialities. The DAI endorses scholarly diversity and multidisciplinary research, along with international cooperation and the development of integrated investigation approaches. With its activities, the DAI contributes to the protection, preservation, and presentation of cultural heritage in Europe and worldwide. It sustains research infrastructures open to scholars from all countries. The DAI strives for unity between the archaeological disciplines in Germany and the classical studies in general as well as for the advancement of young scholars and scholarly exchange throughout Europe and the world. It thus sees itself as a significant operator in cultural relations, education, and foreign affairs.

Consistent with its statutory tasks, the DAI awards travel grants and research scholarships in addition to scholarships financed by private foundations like the Wülfing-scholarship for the promotion of young scholars and scholarly exchange and the endorsement of research projects that meet the institute's objectives. Supporting particularly qualified students, graduates, and researchers is a key aspect in sustaining cultural relations and education, as well as research and academic networks. The aim of scholarship funding is to attract highly qualified, young scholars to Germany as a research platform and to promote scholarly exchange. Carrying through such schemes are therefore of substantial national interest, and the German Archaeological Institute thus is eligible to receive donations compliant with §§ 23, 44 of the Federal German Budget code (BHO) under application of its general ancillary provisions.

The travel grant which may last up to one year and which was first awarded in 1859, enables scholarship holders to deeply familiarise especially with countries, whose archaeological vestiges bear witness to the early cultures of human history. The aim of the travel grant is the acquisition of in-depth knowledge and supplementary qualification after obtainment of the doctoral degree for the further pursuance of scientific careers or activities linked to foreign cultural relations or education policies.

The research fellowship strives to promote scientific projects that meet the interests of the German Archaeological Institute and directly link up with the tasks of the latter. The scholarship is awarded to well-demarcated, independent research projects and for the encouragement of scholarly exchange whose aim it is to significantly contribute along the lines of the German Archaeological Institute.

The scholarship objectives of the private foundations are not subjected to this directive and are therefore defined by the regulations of the respective foundations.

I. Basic precepts

1. All benefactions under this guideline are defined consistent with §§ 23, 44 BHO.

2. The number and type of scholarships awarded as well as the corresponding application prerequisites and requirements are announced through respective calls for applications or via the internet pages of the German Archaeological Institute.

The submitted application documents form the basis for the decisions taken in the selection procedure, which is carried out by the scholarship committee in compliance with the regulations as stipulated in more detail in the DAI statutes.

3. The award of a scholarship does not establish an relationship of employment between the scholarship holder and the German Archaeological Institute. The scholarship holder is not compelled to furnish any a scholarly or artistic compensation or perform any instructed tasks in connection with the scholarship.

II. The travel grant (*Reisestipendium, RS*): requirements and obligations

1. "Funding objective and purpose"

The travel grant is awarded with the purpose of giving scholarship holders the opportunity to deeply familiarise especially with countries, whose archaeological vestiges bear witness to the early cultures of human history. The aim is the acquisition of in-depth knowledge and supplementary qualification after obtainment of the doctoral degree for the further pursuance of scientific careers or activities linked to foreign cultural relations or education policies. It is furthermore intended to foster international networking of German researchers and junior scholars holding a doctoral degree from a German university through the abode in several countries. The knowledge acquisition is thus documented and submitted in quarterly reports and one final report.

Awarding the travel grants consistent with the requirements for the internationalisation of German universities, which foresee the promotion of outgoings, is of significant nationwide interest.

2. The prerequisite for the application is an outstanding doctorate in archaeology or one of its contiguous disciplines.

3. Applicants should not have exceeded the age of 32 at the moment of submitting their doctoral dissertation, and accordingly not be older than 35 at the expiry of the application deadline.

4. Applicants must have German citizenship or the citizenship of an EU member state and must have obtained a doctoral degree from a German university.

5. Submitted applications must include the following documents:

- a) a cover letter,
- b) the submitted qualifying documents for obtaining the doctoral degree,
- c) two letters of recommendation from two authoritative specialists,
- d) a CV in tabular form containing information on marital status and nationality,
- e) a travel plan, and
- f) own writings.

6. Scholarships can be applied for the duration of one year or for six months.

7. Scholarship holders are required to:

a) submit quarterly reports to the president and, at the end of the trip, hand in a summary report to the central directorate and

b) participate in the preparatory meeting at the headquarters in Berlin and, during their stay at the DAI's foreign departments, attend at the scientific events organised there.

III. Research scholarship (*Forschungsstipendium, FS*): prerequisites and obligations

1. „Funding objective and purpose “

The research scholarship strives to promote scholarly projects that meet with the interests of the German Archaeological Institute and directly link up with the tasks of the latter. The scholarship is awarded to well-demarcated, independent research projects and for the encouragement of scholarly exchange whose aim it is to significantly contribute along the lines of the German Archaeological Institute. The results obtained under a research fellowship are presented in a published report. The scholarship is intended in particular to enable students to spend time at one of the DAI's research infrastructures and thus to promote scientific exchange at the DAI. The research scholarship follows the guidelines provided by the Federal Republic of Germany for the internationalisation of science, which includes international networking of Germans abroad and foreigners coming to Germany, but increasingly also of foreign scholars working in Germany. Under these conditions, the federal interest in awarding the research fellowship is considerable.

2. Applications can be submitted by German and foreign scholars with a university degree in the field of archaeology or its neighbouring disciplines. Prerequisite for the award of the scholarship is a primary or advanced academic degree in a discipline recognised by the statutory mandate of the DAI as well as the project's conformity with the standards of funded projects by the DAI.

3. Submitted applications must include the following documents:

a) a cover letter

b) a description of the research project, if necessary with photos or drawings,

c) the work programme,

d) certificates of academic degrees,

e) a list of publications, and

f) a CV in tabular form containing information on marital status and nationality.

4. Research fellowships are typically awarded for a duration of at least one month, up to a maximum of three years.

5. Research scholarship holders are required to comply with the regulations stated in the letter of the scholarship approval.

IV. Scholarships

1. Both the travel grant and the research scholarship entail the monthly disbursement to the scholarship holders of the scholarship amount as well as a monthly flat rate for material costs and any other previously agreed grants. The amounts of the instalments are divided into categories that primarily depend on the holder's academic qualifications as specified in annex 1.
2. Both the travel grant and the research fellowship cover a flat rate of 150 €/ month to compensate for material expenses incurring from scholarly work and from the funding purposes. One-off expenses induced from constraints crucial for the project's funding can be covered by extra individual compensations.
3. Child allowance of 155 € / month is eligible with the scholarship if personal custody for at least one underage member in the household is provided according to the stipulations in § 1.1 of Germany's federal law on child benefit. In case that the spouse or partner of the scholarship holder too is a scholarship holder under these provisions, or benefits ruled by other regulations whose objective corresponds to the statutory educational support or these provisions, the family supplement can only be granted once.
4. Child allowance for children and foster children under 18 according to § 32. 1 EStG is payable after application by the scholarship holder as a monthly flat rate, provided the other parent is not receiving child allowance. The flat rate amounts to € 155 for the first child and increases by € 50 for each next child. Children of the scholarship holder's life partner are eligible if they live in the same household as the scholarship holder.
5. Upon request, research fellows may be granted a monthly, country-specific foreign supplement for the duration of their stay (at least 30 days) at the DAI's departments and branch offices abroad. Its amount is fixed at 50 % of the foreign allowance, resulting from the corresponding application of § 53. 2 in conjunction with § 4. 1 of Germany's current federal remuneration act (BBesG). The amount of the foreign supplement is calculated consistent with the basic salary range 6 of annex VI.1 to the BBesG.

V. Duration of funding, revocation and restitution of benefits

1. Funding terminates at the close of the funding period as determined by the DAI under II. 6. or III. 4.
2. The DAI may for well-founded reasons compliant with no. II or no. III in these guidelines either fully or partly revoke the scholarship with future or retroactive effect. Well-founded reasons incur in particular if the scholarship holder:
 - a) has provided incorrect information about significant facts or concealed such information;
 - b) has committed serious violations against the rules of good scholarly practice;
 - c) has failed to comply with the obligations stated in these guidelines;
 - d) terminates the funded project or
 - e) ostensibly fails to make the necessary and reasonable efforts to achieve the goal and purpose of the funding.

3. Payment of services are terminated in case of revocation. The application V. 2. a) or b) entails the full restitution of the obtained benefactions to the DAI.

VI. Effectiveness

1. The directive came into effect on 1 September 2020 and expires at midnight 31 August 2027. This also is the date of expiry of the current guidelines for the DAI travel grants, the advanced training scholarships, and foreign scholarships as approved by Germany's Federal Foreign Office on 21 August 2007 for the travel grants, and on 06 July 2001 for the advanced training scholarships and the foreign scholarships.

2. All travel, training, and study grants awarded prior to the coming into effect of the new guidelines will remain compliant to the rules currently in force.

Annex 1 (as of 19.08.2020)

Overview of the scholarship benefits (€) acc. to no. IV

Type of scholarship	Travel grant	Postdoc (FS) Germany	Postdoc (FS) abroad	Non-PhD (FS) Germany	Non-PhD abroad
Basic sum	1,900	1,900	1,900	1,350	1,350
Flat rate for material expenses	150	150	150	150	150
Family allowance (upon application)	155	155	155	155	155
Child supplement (upon application)	dependent on number of children	dependent on number of children	dependent on number of children	dependent on number of children	dependent on number of children
Foreign country supplement (upon application)	./.	./.	by zone	./.	by zone
Total (/month)	min. 2,050	min. 2,050	min. 2,050	min. 1,500	min. 1,500
Total (/year)	min. 24,600	min. 24,600	min. 24,600	min. 18,000	min. 18,000