



## **Guidelines for the Granting of Fellowships of the Peter and Traudl Engelhorn Foundation**

The Peter and Traudl Engelhorn Foundation has set itself the statutory goal to support outstanding young scientists working in the field of life sciences by granting postdoctoral fellowships.

### **Data protection**

Through the applications the Foundation gets insight into the personal data of the applicants. This data is treated with absolute confidentiality and is used solely for the purpose to make a well-founded selection among the applicants.

In case of an applicant who has been selected the data of the applicant will be securely stored. Applications that were not considered will be securely stored – in order to be able to compare them in case of a renewed application – for the next 24 months and then deleted. If requested, the data will be deleted earlier.

### **Terms and conditions for postdoctoral fellowships**

- If a proposal with the same or a similar content is submitted by the applicant to another research-funding institution the Foundation has to be informed immediately.
- If an applicant accepts a fellowship from another research-funding institution before the decision of the Foundation, he/she must immediately inform the Foundation. In this case the application to the Foundation will be considered as withdrawn.
- Only written information is legally binding.
- The decisions of the Foundation are incontestable and final.
- The awardee has to start his/her research project within 6 months after the conclusion of the agreement with the host institution and the awardee.
- The awardee has to use the allocated funds for the intended purpose, to comply with the rules of good scientific practice, and to use all his/her entire working capacity for the funded research project. In the host institution, the awardee may only perform tasks directly related to the funded project.
- If an awardee intends to change the research topic or the working group or the institute, he/she should contact the foundation immediately.

### **Payment arrangements**

- As a rule, the Foundation concludes a postdoctoral fellowship agreement with the host institution, on the basis of which payments are made every six months to the institution for financing the salary of the awardee. Overheads are not covered by the Foundation. Granting the fellowship directly to the selected person would, in principle, also be possible if the host institution agrees to such an arrangement.

- The Foundation reserves the right to reclaim surplus or mistakenly paid money. In addition, the Foundation may suspend payments or demand a repayment if the fellowship has not been used for its intended purpose or if the obligation to submit the final report has not been met or for other valid reasons.

**Publications and reports**

The awardee is obliged

- to mention the Foundation in scientific publications, which were achieved with the support of the Foundation, with a corresponding acknowledgement,
- to provide electronic versions of publications to the Foundation,
- to submit an interim project report every six months,
- to submit a final report no later than two months after completion of the project.

**Alumni Network**

- The Foundation intends to facilitate interactions between the current awardees and the alumni of the Foundation. The awardee agrees that his/her name, work address and function are included in a data file which may be used for the above purpose.
- The awardee is obliged to treat the data brought to his/her knowledge with high confidentiality and to use it only for the purpose of scientific exchange.

**I agree with the guidelines above**

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Place, Date

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Applicant