

MOBILITY FELLOWSHIPS

Outgoing mobility for researchers in the framework of Strategic Partnerships with

The Hebrew University of Jerusalem
The University of Chicago
Kyoto University
Fudan University
Peking University

Aims:

- Intensifying networks of researchers of the University of Vienna with their respective colleagues at Strategic Partner universities
- Fostering internationalization of the scientific staff of the University of Vienna
- Special emphasis on the promotion of young researchers
- Support for joint research projects and acquisition of international research grants with the Strategic Partner Universities of the University of Vienna

Target-groups:

- PhD (doctoral) students (for all strategic partner universities except the University of Chicago)
- Post-Docs, Marie Jahoda scholars
- Tenure Track Professors, Assistant and Associate Professors and ao. Univ.-Prof.
- Full Professors

Senior Scientists may participate in the program if they have existing research collaboration with colleagues at the respective Strategic Partner University.

Please note: (Senior) Lecturers are not eligible to apply for Mobility Fellowships.

Preconditions:

- Existing personal contacts with scientists at the respective Strategic Partner University
- Concrete plans for a joint research project with at least one colleague at the respective Strategic Partner University
- Invitation by at least one colleague of the respective Strategic Partner University
- Employment at the University of Vienna in one of the above mentioned staff groups (including the period of your research visit)
- Consent of the superior concerning the leave

Length of stay:

Mobility fellowships are awarded for stays of at least 3 weeks (21 days of stay) and a maximum length of stay of 8 weeks (56 days of stay).

Scholarship:

The grant consists of a daily allowance (currently 90€ per day of stay) and a lump sum for travel expenses, based on the destination of the Mobility Fellowship. The number of days awarded may be reduced in case of budgetary constraints.

The grant will be paid in addition to the regular salary.

Payment:

The grant will be paid in two installments to the salary account: For the first installment (75% of the grant), grantees have to apply for an advance (Vorschuss) of the Mobility Grant 2-3 months before their departure through <https://hrfi.univie.ac.at>. Please note that the Leave of Absence (Freistellung) has to be signed by the legally responsible person and submitted to the International Office before you can apply for an advance (Vorschuss). The International Office will inform the grantees about the amount of the advance and how to apply online..

The second installment – 25% of the total scholarship grant – will be paid after the mobility, **upon submission of eligible receipts (!)** and a written report on the results of the mobility (which should be submitted within 3 weeks after the mobility).

Travel receipts:

After the mobility, grantees should first submit copies of the original receipts by email to the International Office. The grantees will then receive the eligible receipts with instructions how to apply for the second installment through <https://hrfi.univie.ac.at>.

It is strictly recommended to **collect all eligible receipts (as well as boarding cards and credit card statements)** as set out below in this section.

Expenses will be calculated towards the awarded grant. Expenses in excess of the awarded scholarship cannot be refunded.

Please note that **eligible costs** (exempt from taxation) are:

- Travel (flights, public transportation, taxi (if necessary), car rental (if necessary), etc.)
- Accommodation (hotels, apartments, etc.)
- Equipment (if necessary)

Please note that University of Vienna internal financial regulations apply for the costs listed above (e.g. economy class for all flights, etc.)

Please note that costs for food (or other goods of daily use) are not eligible.

If you are unsure about eligibility of costs, please contact the International Office at your earliest convenience.

Please note that in case the sum of eligible costs (exempt from taxation) is lower than the awarded scholarship, the remaining amount will be subject to taxation and added to your salary.

Application deadlines:

<https://international.univie.ac.at/faculty-staff-mobility/researchers/outgoing-mobility/mobility-fellowships/>

Funding period:

<https://international.univie.ac.at/faculty-staff-mobility/researchers/outgoing-mobility/mobility-fellowships/>

Application:

The application is an online process. To start the application process, click on the link “Online Application via [Mobility Online](#) on the web site for Mobility Fellowships of the [International Office](#). For instructions on the online application process, please follow the “Information on Online Application” under “Quicklinks” on the same web page.

The following annexes need to be submitted with the application via Mobility Online:

- Questionnaire on the intended research stay (available from the webpage > Quicklinks)
- CV including academic track record (publications, projects)
- Application of Leave of Absence (PA/F7) signed by Head of Sub-Unit and Head of Organizational Unit
- Letter of support of at least one colleague (PhD or above) of the respective academic field at the respective Strategic Partner University

Please be aware, that applications for mobilities for ongoing or already completed mobilities are not eligible!

Selection criteria:

Grants will be awarded to the most suitable applicants on the following criteria:

- Eligibility of the application
- Academic track record according to discipline, career level and qualification
- The aims of the proposed mobility are most suited to fostering, or sustainably supplementing collaboration with the respective Strategic Partner University

Selection of beneficiaries:

Grantees will be selected by the Vice-Rector for Research and International Affairs approximately 8-12 weeks after the respective deadline. The Vice-Rector may base the decision on the expertise of external reviewers.

All applicants will receive a notification by e-mail within 1-2 weeks after the final decision has been made.

Travel organisation

Please note that grantees have to organize travel preparations on time and by themselves. The International Office does not offer services for housing and preparations for visa applications (e. g. J1 visa at the University of Chicago).

Contact:

For questions or further information, please contact:

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