

**Guidelines of the University of Passau
on the award of individual grants to habilitation candidates for the independent
management of funds – Habilitation fund
in accordance with the Resolution of the University Executive of 18 December 2019
as amended on 28 April 2021**

Preamble

The University of Passau views the outstanding promotion of its early career researchers to be an important building block for its excellence in research and teaching. It supports habilitation candidates with a habilitation fund, making an important contribution to the systematic support of excellent early career researchers. Simultaneously, it creates opportunities for them to manage funds independently at an early stage.

1. Funding criteria

- 1.1. Funding is available to persons who have been accepted as habilitation candidates at the University of Passau.
- 1.2. Funding is excluded for habilitation candidates who are employed at another higher education institution, research organisation or comparable institution and who have control over a budget there for the independent management of funds. The exclusion from funding applies to the period for which the budget is allocated by the other higher education institution, research organisation or institution. During this period, funds already allocated from the habilitation fund cannot be accessed.
- 1.3. Habilitation candidates with funding are obligated to notify the faculty where they have been accepted for the habilitation of any circumstances affecting the funding within the meaning of Section 1.2.

2. Amount and duration of funding

- 2.1. The funding amounts to EUR 1,500 per person and calendar year. Funds not spent can be carried over to the following year.
- 2.2. Funding begins with acceptance as a habilitation candidate. If a habilitation candidate is accepted during the course of a calendar year, the funding is allocated proportionately on a monthly basis.
- 2.3. The duration of the funding is divided into three phases depending on progress in the habilitation procedure:
 - 2.3.1. Phase 1 (before the agreement on objectives): The funding is provided for one year from the date of acceptance as a habilitation candidate. An extension of the funding in phase 1 is not possible. Funding beyond phase 1 is tied to an Agreement on Objectives within the framework of the habilitation procedure.
 - 2.3.2. Phase 2 (before the interim evaluation): After completion of the funding in phase 1 and provided that there is an Agreement on Objectives, the funding in phase 2 will be for one year. Funding in phase 2 is renewed if the *Fachmentorat* [team of three experienced university professors] extends the duration of the habilitation, in particular by periods of parental leave, a prohibition of employment in accordance with the ordinance on maternity leave for women civil servants [*Verordnung über den Mutterschutz von Beamtinnen*] and in the case of habilitation candidates who are not members of the University. The funding is extended until the interim evaluation date updated in the Agreement on Objectives. Funding beyond phase 2 is tied to a successful interim evaluation within the framework of the habilitation procedure.

2.3.3. Phase 3 (continuation of the habilitation procedure after the interim evaluation):
After completion of the funding in phase 2 and after a successful interim evaluation, the funding in phase 3 will be granted for two years and allocated annually. Funding in phase 3 is renewed if the fachmentorat extends the duration of the habilitation, in particular by periods of parental leave, a prohibition of employment in accordance with the ordinance on maternity leave for women civil servants and in the case of habilitation candidates who are not members of the university. The funding is extended by the period stated in the Agreement on Objectives.

2.4. Funding is discontinued with the end of the habilitation procedure. If a habilitation procedure ends during the calendar year, the funding is allocated proportionately on a monthly basis. Remaining funds will be collected.

3. Further rules

3.1. In addition to the habilitation fund, all university funding formats for early career researchers are open to habilitation candidates without restriction in accordance with the relevant guidelines; grants awarded from other university funding formats cannot be topped up with the grants from the habilitation fund.

3.2. The grants from the habilitation fund may only be used to pay for research-related TG-73 expenditures. Further details are provided in a separate leaflet.

4. Effective date

These regulations shall come into force with effect from 29 April 2021.