

Funding Programme Lost Cities

KEY INFORMATION IN 6 STEPS

FUNDING PROGRAMME LOST CITIES



Background Funding Programme "*Lost Cities*. Perception of and living with abandoned cities in the cultures of the world"

The enormous process of urbanization, which has defined world history for thousands of years in different economic situations and with regional variations, and which is now developing a particular dynamism, has another side to it that initially appears paradoxical – namely the shrinking and entirely abandoned cities, the so-called *Lost Cities*. Current transformation processes in various parts of the world mean that many of these *Lost Cities* are emerging. Nevertheless, the phenomenon is not a new one, but has been a widespread hallmark of urban history since the emergence of urban culture in the fourth century B.C. It has therefore been perceived, reflected on and interpreted in very different ways in the cultural history of urban life. With this finding as a starting point and a goal of placing current problem situations in a greater historical context, the Gerda Henkel Foundation has established a new funding programme for the theme ***Lost Cities*. Perception of and living with abandoned cities in the cultures of the world.**

Announcement
Application
Payment
Deadlines
The next application deadline is 29 May 2024.
Form
Publishing Aid



Important note on submitting applications

Please take a look at the information provided in this section and under [General References](#). We would of course be happy to assist you should you have any further questions.

Contact Person Funding Programme Lost Cities



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General Information for Applicants and Beneficiaries

Frequently asked questions

General questions regarding the application

Can I apply for a research project also if I have not received my PhD yet?

No. Applications for research projects can be made by universities, other research institutes or comparable institutions as well as by one or several Postdocs or scholars with Post Doctoral Lecture Qualification. It is necessary to provide a (preliminary) PhD certificate.

Can I apply with one and the same research project for support from several of the Foundation's programmes?

A simultaneous application with different research projects is in principle possible as long as no scholarship is earmarked for the applicant him/herself.

What shall I do if I'm not sure whether my subject is eligible for funding from the Foundation?

Please send us a short project summary by email (info@gerda-henkel-stiftung.de). We will be in touch within a few days to let you know whether you can apply.

Are foreign academics allowed to apply for funding programmes?

The funding activities concentrate basically on German and foreign academics in the fields of historical humanities. Candidates can apply regardless of their nationality and place of work.

In which languages does the Foundation correspond?

German and English.

Should application documents and references be submitted in English or German?

The Foundation accepts both, although German is preferred where possible.

Are there formal requirements on how the application documents should be compiled?

The project description should not be longer than 8 pages. Documents should have at least font size 11 and line spacing 1.5. Please read carefully all instructions in the section [general references](#).

Are there any substantial requirements for the structure or form of the description of the research project?

No, there are no substantive requirements. Applicants for a research scholarship should make sure that in addition to the content presentation, information on the method, the state of research, the sources and research relevance are included in the description, especially if the transcript of the study is in the foreground.

Should the proposal include a detailed list of publications or is it enough to note the cited references in footnotes? Is an additional list of publications with for the project relevant references necessary?

It is sufficient to note the references of the proposal in footnotes. A list of publications with for the project relevant references can but must not be submitted.

What should my working plan and schedule include?

They should include detailed information about the work stages planned for the period of funding, including research trips and their planned duration.

Can I apply for financing for my own post instead of a research grant?

No. The Foundation is not providing funding for posts at research institutions.

Can project staff be funded via posts?

No. Project staff can only be financed by doctoral or research grants. A fundamental precondition for a grant is that project staff conduct their own research, which is published under their name.

Do I have to include the scholarships for the staff members in the cost calculation of the research project or do they have to apply separately for a PhD or research scholarship?

Please budget the scholarships as part of the research project funding. The staff members do not have to apply separately for a PhD or research scholarship.

What do you require for travel and material expenses claims?

We require a list of costs with each individual expense in as much detail as possible. Please have a look at the information provided under http://www.gerda-henkel-stiftung.de/calculation_travel-material-expenses.

Does the Foundation pay for childcare during the period for which a stipend is awarded?

Foundation stipend holders working on Ph.D. or research projects receive a family grant on presentation of the child's/children's birth certificate(s). The grant is paid for children who have not yet turned 18.

What is the Foundation's policy if a stipend holder becomes a parent during the period for which a stipend is awarded?

The period of support for Foundation stipend holders working on Ph.D. or research projects can be extended by up to 12 months if the holder becomes a parent during the period covered by the stipend and has an entitlement to maternity or parental leave. Individual arrangements must be discussed with the Foundation's administrative office.

Does the Foundation cover overhead costs?

No, the Foundation does not cover overhead costs.

Can anyone request funding for printing?

Publishing aid can only be claimed for projects which are already receiving funding from the Gerda Henkel Foundation. However, not all projects will be awarded funding for printing as the current budget for publishing aid is extremely limited.

Does the Foundation sponsor individual journeys to participate in scientific conferences?

At present travel expenses are only paid for larger research projects or PhD and research scholarships. Funding applications for independent trips to participate in conferences/congresses are in principle not considered.

Can I change anything in my electronic application form after having sent it to the Foundation?

No, that is not possible. Please inform us about any differing information when sending us

your application documents or fill out a new application form and let us know you have sent a new form in a short note or email.

Does the Foundation provide reasons for refusing applications?

The Academic Committee's deliberations are confidential so the Foundation does not provide detailed reasons for refusals.

General questions regarding the applications for scholarships

Can I continue to work during the time of my scholarship?

No, the simultaneous receipt of salary and a scholarship is not possible.

Can I continue to draw a retirement pension during the time of my scholarship?

No, the simultaneous receipt of a retirement pension and a scholarship is not possible.

In which case can I apply for an overseas bonus?

Should a recipient of a scholarship leave the country of her/his principal residence and spend more than four weeks abroad for research purposes, the Foundation shall grant a flat-rate overseas bonus. This should be seen as an extension to the scholarship, intended to cover the extra costs of food and accommodation. The Foundation shall not cover any accommodation costs for that period if an overseas bonus has been granted.

Can I apply for funding of college or tuition fees?

No, the Foundation does not cover college or tuition fees.

If I am given a doctoral grant, do I have to start my doctorate immediately?

Doctorates must be started within twelve months of the grant being agreed.

Questions regarding letters of recommendation

Can I apply for a research scholarship when I have not yet finished my PhD?

No. Applications for research scholarships can only be made by Postdocs or scholars with Post Doctoral Lecture Qualification.

Do the criteria also apply to the special programme "Security, Society and the State" and the two funding programmes "Democracy" and "Lost Cities"?

No, the criteria only apply to applications for a general research scholarship.

What is the definition for "Post Doctoral Lecture Qualification"?

The higher grant rate is approved after successful conclusion of the professorial examinations (*habilitation*) process and/or alternatively at the earliest after positive interim evaluation for a junior professorship. For applicants from academic systems that do not envisage habilitations, the Foundation recognizes holding a tenured position as an associate professor or as a full professor or distinguished professor (in the US system) or as a senior lecturer or as a reader/professor (in the Commonwealth system) as an equivalent of passing junior professorial examinations. The administration of the Foundation can in individual cases assess other national qualification levels.

Questions regarding grants in general

What should I do once I have received the letter of approval?

Please let us know by postmail whether you accept the grant and the terms of appropriation. If you do accept, please also supply your current bank details and include when you wish payments to start. Please note that all credit transfers and standing orders are being switched over to the pan-European SEPA system. Instead of a bank sort code and account number, the Foundation requires the IBAN and BIC details. You will find the corresponding information on your account statement and possibly on your bank card.

What are my obligations if I accept the funding?

You must inform the Foundation of any changes which have a bearing on the payment of the grant or the amount paid. Teaching positions and other employment must be agreed with the Foundation if they exceed an average of 5 hours a week.

Can I work during the grant period?

Yes, as long as the employment does not exceed an average of five hours a week.

How should references be made to the Foundation in my work?

We ask that the Foundation be mentioned in any publications that arise from the funded project. The Foundation should also be included in the imprint of any publications for which publishing aid was supplied. For other media, such as conference posters or flyers, please use the logo available on our website. Please also mention the Foundation at events and in any contact with journalists (e.g. via your university's press office), including in any press releases.

Can the grant or parts thereof be used for other purposes?

No. The grant is only to be used for the purposes detailed in the letter of approval.

Can grants be transferred to overseas accounts?

Yes. Please supply your SWIFT/BIC code and IBAN. We would however prefer to make transfers to a German account.

Do I have to take out insurance if I am awarded a grant or does the Foundation cover those costs?

As grant recipients are not technically employed by the Foundation, national insurance contributions are not paid. The Foundation recommends that all grant recipients take out medical insurance. No additional funding is available for these costs.

Invoices**What kind of information about my bank account do I have to submit?**

Please note that all credit transfers and standing orders are being switched over to the pan-European SEPA system. Instead of a bank sort code and account number, the Foundation requires the IBAN and BIC details. You will find the corresponding information on your account statement and possibly on your bank card. Please send us these details or submit them with your next invoice.

Do original receipts have to be sent?

Generally yes. Should third parties need the originals for billing purposes (e.g. university offices), please submit copies and ensure that the originals are held for at least ten years in case they need to be checked.

Will my family's costs be reimbursed for research trips?

No. These must be covered by the grant recipient.

General questions**What is the phone number for Henkel AG & Co. KgaA in Düsseldorf?**

+49 (0)211 7970