**Application Guideline for the Special Funding Program from the State of Bremen to Research Bremen's Colonialism**

**Conference Funding on the topic of "Bremen's Colonialism"**

**Instructions on how to apply:**

1. Please read the **declaration** before submitting your application. For the application, it is necessary that you send a hand-signed copy of the declaration by post to the following address:

Universität Bremen

Referat 12 - Forschung und wissenschaftlicher Nachwuchs

Post office box 33 04 40

28334 Bremen

Please do **not** integrate the declaration into the application document.

**Only applications that fulfil the formal requirements can be considered.**

**Checkliste:**

* + Please prepare the application text using the application guidelines (see points 1 to 6 below). The application text may not exceed **six pages.**
  + Please attach the application text and your curriculum vitae to one PDF document.
  + Please fill in the online form and upload the application document including attachments as a PDF file.
  + Please send the signed declaration.

**If you have any questions**, we will be pleased to assist you with the preparation of your application:

* + If you have any questions about the funding line, please contact Ms Evgenija Kraus (mail: [evgenija.kraus@vw.uni-bremen.de](mailto:evgenija.kraus@vw.uni-bremen.de) or phone: 0421 218-57111).

**Please use all bold headings in your application template.**

**Name of applicant:**

**Short title of the proposal:**

**Name of the department/ institute:**

**1 Project idea**

Please describe the main idea of your project in one sentence.

**2 Summary**

Please briefly summarise the essential aspects of the application (maximum 1800 characters).

**3 Project description**

Please describe the proposed format of the event and explain to what extent it fits the thematic and content-related objective of your project. Explain, if applicable, to what extent

* the format makes research on the topic of "Bremen colonialism" more visible by involving local researchers and international guests.
* the transfer of research results on Bremen colonialism is promoted.
* the preparation of further projects on the topic is supported.
* the dialogue between Bremen and partners in the Global South is encouraged.

Please also describe the intended field of participants, the number of participants and the room requirements. Please describe how the results will be consolidated.

**4 Relevance of gender and/or diversity**

In some research projects, consideration of the dimensions of gender, gender and diversity can prevent "blind spots" and thus improve the scientific quality of the results. Reflection on gender, gender and diversity should therefore be part of the preparation phase for each project and discussed in the proposal where appropriate. Gender, gender and diversity are not equally relevant in all projects. The importance of these dimensions depends on the research context, topic and methods.

Please explain - if relevant - whether and, if so, to what extent the gender

* of the persons conducting the research,
* of the persons studied,
* of the persons affected by an implication of the research results,
* in other respects

is relevant to the research project (methods, work programme, objectives, etc.).

**5 Costs**

**5.1 Cost overview**

Please present the requested funding for student assistants and material resources in tabular form.

The following table shows the total amount of material and investment funds.

|  |  |  |
| --- | --- | --- |
| **No.** | **Funds requested** | **EUR** |
| **1** |  |  |
| **2** |  |  |
| **…** |  |  |
| **Total:** | |  |

**5.2 Justification**

Provide a brief justification for each cost component. Generally, no externally obtained cost calculations are to be submitted, but the cost calculations should be comprehensible and plausible.

**6 Bibliography**

List all works mentioned in the proposal text in a bibliography.

**Annexes**

**Curriculum vitae**

Please describe your scientific career in tabular form and include the most important publications, patents, awards and experience with research/collaborative projects. If there are several applicants, please attach a curriculum vitae for each.