



FAQ for Applicants for Explorative Workshops

1. Who is eligible to convene an explorative Workshop?

Eligible are scholars with a doctoral degree in social sciences or humanities who are affiliated with a German university or research institute at the time of application. Applications from members of German research institutes located abroad are also welcome.

2. Can I apply within the context of a team of researchers?

Applying together with one or several colleagues is possible – though at least one applicant must be affiliated with a German university or German research institute in Germany (which can also be located abroad). Please submit the CVs of all applicants.

3. Are there thematic preferences?

The proposals must combine a systematic problem-oriented approach and engagement of regional competencies. Preferably, proposals should focus on the thematic field of 'Mobility – Knowledge – Society'. Applicants should reflect a [transregional agenda](#) involving more than one world region and discipline. The project should also include scholars from different countries.

4. How many persons can participate in a Workshop?

Workshops should be small-scale events of about 15–20 participants to allow an intensely focused discussion.

5. How long do workshops last?

Workshops generally last from one to two days.

6. What is covered by the financial support?

The workshop is financed with a fixed sum allowing 15 to 20 researchers including the conveners to participate in the event (travel costs, accommodation and meals). To a limited extent, the travel costs for participants from outside of Europe can also be covered. No professional fees can be paid.

7. What is the role and of Forum and the Max Weber Stiftung and which support do they give?

The cooperative project of the Forum and the Max Weber Stiftung (MSW) finances the workshop. However, we regard our activity not as a funding initiative only, but also relieve the conveners of the administrative and organizational work. Furthermore, we see our mission in an ongoing intellectual dialogue on transregional research. We thus collaborate closely with the conveners in the preparation and execution of the workshop. We therefore look for a combination of innovative ideas and transregional approaches and offer our own expertise in the field. For more information on our workshops please visit our [Website](#).

8. What is expected from the conveners?

The conveners are responsible for all matters concerning the content of the workshop, for choosing the participants, for developing the program and for leading the event. Furthermore, they agree to actively support the public documentation of the workshop on the digital communication channels provided by the Forum and the MWS. After the event, they have to provide a narrative report of around 1 to 2 pages.

9. Where do Workshops take place and who makes the administrative arrangements?

As a general rule the explorative workshops take place in the rooms of the Forums Transregionale Studien, at Wallotstraße 14, in Berlin. They can, however, also take place at any German university or research institute. The Forum handles all administrative arrangements (e.g. visa, travel, accommodations): if the workshop does not take place at the Forum, a cooperation agreement must be arranged with the institution in which the workshop will be held.

10. When will results of an application be known?

We will inform applicants as to the results in early May 2018.

11. Within what time frame must a Workshop take place?

Workshops must take place in the calendar years 2018/2019.