Call for Proposals for the Sino-German Science Policy Symposia

- Frequently Asked Questions -

Organisation of the symposium:

Can the symposium be held in any city or country?

The symposium may be organized either in Germany or in China. No specific requirements are imposed regarding the host city. Funding is provided for one symposium in one of the two countries. The Sino-German Center generally assumes that the symposium will take place on the premises of the participating organizations.

How many symposia can be proposed in one application?

Only one symposium can be funded under a single application. The symposium may be held either in Germany or in China.

Is there a recommended duration or number of participants for the symposium?

No. The symposium schedule may be designed freely within the parameters (which is 3-5 days including arrival and departure) specified in the call and the funding standards. Regarding the number of the participants, no recommended figure; however, the number of participants must not exceed 50.

Can the dates of the symposium be adjusted at a later stage in the event of special circumstances?

Yes. The symposium dates may be adjusted at a later stage, provided that a reasonable explanation for the changes is given.

Can speakers be changed after the project has been approved if they are unable to attend due to special circumstances?

Yes. Individual speakers may be replaced after the application has been approved, provided that a reasonable explanation for the changes is given. Such circumstances may include, for example, visa delays, delays in obtaining approval from the home institution, or other circumstances beyond the individual's control.

Applicants / Speakers / Participants:

Are there any nationality requirements for applicants and speakers?

No nationality requirements apply to applicants or speakers. However, applicants must be employed by their respective institutions in China and Germany.

Are participants funded by the program expected to play an active role, or can they merely participate as an audience?

All funded participants are expected to contribute actively by giving an oral presentation. However, selected non-funded individuals may participate as an audience and engage in discussions.

Can several applications be submitted with different co-applicants?

No. To prevent applicants from applying for several symposia with different co-applicants, only one application per person per year is accepted.

Are applications limited to two partners, or is it possible for two or more higher education institutions on each side to collaborate on an application?

The application may only have one German and one Chinese applicant, with the SGC's funding allocated to the institutions of the two applicants.

Are Universities of Applied Sciences (HAW/FH) eligible to apply in Germany?

All German universities eligible for DFG funding are also able to apply for this program. This includes Universities of Applied Sciences.

How is a speaker employed by a Chinese university but temporarily based in Germany classified?

A speaker employed by a Chinese university should generally be counted as a Chinese participant, even if they are temporarily based in Germany, and vice versa. However, the classification may also depend on the nature and duration of the stay abroad and on whether an affiliation with an institution in the host country exists.

Can additional self-funded speakers or guests be invited to the symposium?

Yes. Additional self-funded speakers or guests may be invited. For self-funded speakers, a short CV should be provided so that the overall scientific quality of the symposium can be assessed by the selection panel.

Can speakers from institutions in countries other than China and Germany be funded?

Yes. At most three participants from other countries and regions can be funded.

Can speakers from countries other than China and Germany be invited on a self-funded basis?

Yes. Speakers from other countries may be invited on a self-funded basis. However, their number should be kept very limited, and their participation should be clearly explained and justified, as the call is focused on bilateral exchange between Chinese and German universities.

Can supplementary documents be submitted for applicants and speakers to provide additional information on their qualifications and academic backgrounds?

No additional documents are required. The short CV included in the application form is considered sufficient.

Can German senior professors, including retired professors who remain active in research and teaching at their former universities, serve as applicants or speakers?

Yes. Senior or retired professors who continue to hold an official position at their university may be included as applicants or speakers. Their experience, including relevant experience in science policy, may be taken into account.

Is there an age limit for speakers? Can retired members of German academies of sciences be invited as speakers?

No specific age limit is applied. Retired members of German academies of sciences may be invited as speakers, provided that the reason for their participation, such as specific expertise, is clearly explained and justified in the application**.**

Can representatives from industry or business be invited as speakers?

Yes. Representatives from industry or business may be invited as speakers, but their costs cannot be covered by the programme. Their participation must be clearly explained and justified in relation to the specific topics to be discussed at the symposium.

Are there any specific requirements regarding the academic titles of applicants and speakers?

No specific academic titles are required. Applicants must be employed by their respective universities. Both applicants and speakers are expected to have substantial experience in science and research policy and/or practice.

Do speakers and participants have to be affiliated with the applicants' institutions?

No. Speakers and participants do not have to be affiliated with the applicants' institutions and may come from other universities in Germany or China, provided that the relevant selection criteria are met. Participants are not required to be selected from a single institution. Institutional diversity among participants is encouraged, as it may contribute to the quality of the symposium.

Budget:

What is considered a reasonable budget for the symposia?

The symposia may be designed freely, provided that the regulations set out in the call and the applicable funding standards are followed. Particularly for larger groups, all expenses and the necessity of participation must be clearly explained and justified.

What is included in the "conference organization fee"?

The eligible costs are specified under the "**会议组织费/** Konferenzpauschale" heading in the funding standards. Conference spaces are expected to be provided by the host institution. If room rental is absolutely necessary, the associated costs may be requested, provided that a reasonable justification is included.

Are overheads added to the total requested budget amount?

No additional overhead funding is provided beyond the total amount that may be requested in the application.

Can the funding be used to cover honoraria or other personnel-related costs?

No. Honoraria and other personnel-related costs are not eligible for funding.

Application procedure:

Does the submission require co-submission from both sides, or can the proposal be submitted by either side?

The application may be submitted by either side (the lead), provided that the required application materials have been prepared by both applicants and their respective organizations.

Should the “Proposal Form” and the “Informed Consent for Applicants” be signed by the project leads submitting the application, or by the university management?

The forms may be signed by the project leads submitting the application. On the Chinese side, the university’s official stamp must additionally be affixed to the form.

Can the application form be signed by the researchers themselves, with an additional university seal being required only on the Chinese side?

The application form may be signed by the researchers submitting the application. In accordance with Chinese regulations, an official university stamp is additionally required on the Chinese side only.

What is considered an acceptable digital signature?

A scanned signature is accepted. Alternatively, a more secure or reliable method of digital signing may also be used.