

Guidelines for the Allocation of Women's Grants at the John F. Kennedy Institute for North American Studies

Section 21,3 of the guidelines for the advancement of women at Freie Universität regulates this:

"The funds allocated according to the performance criteria for the promotion of women shall be distributed in the specialist areas in consultation with the gender equality officer. The use of the funds must be reported in the department."

At the John F. Kennedy Institute, the Gender Equality Commission - which consists of the Gender Equality Officer, her deputy and representatives of the Institute and students - provides advice. The commission discusses the applications and proposes them to the dean's office (i. e. the director of the institute) for payment.

The funds are usually awarded twice a year, in each case at the middle of the semester. The dates will be announced at the beginning of the semester. The Commission reserves the right to act at short notice in exceptional cases.

In general, the funds will be used to provide special support for research and teaching of women, i. e. female scientists and students. All scientific staff of the Institute and students are eligible to apply. Applicants and beneficiaries must both have a relationship to the proposed project and be affiliated with the John F. Kennedy Institute for North American Studies.

Priority will be given to the following projects:

- Projects focusing on gender research
- Scientific events organized by the Institute for Women's Studies or on gender studies, which contribute to the networking and visibility of research at the Institute.
- Conferences and related publications by women or for gender studies
- In order to help you finance your project, we may offer you a 'work contract' which is different than being employed by the Universität.
- Particularly detailed discussions are held in the case of teaching assignments, grants for travel expenses or requests for printing subsidies, since other central institutions and committees are - primarily – responsible for those applications. In these cases, the respective jurisdiction and the order of precedence of the financing or subsidy must be observed in order not to run the risk of setting unjustified precedents.

The commission provides an amount of 1,000 EUR per year to support students with children for babysitting service so that they will be able to attend classes, meetings or conferences in the evening.

The funded projects are primarily intended for start-up financing. As a rule, the planned funding amount is between EUR 500 and EUR 1,000.

We look forward to discussing your ideas with you and are awaiting your applications by e-mail:

frauenbeauftragte@jfki.fu-berlin.de

Please submit the application form and, if necessary, a curriculum vitae.

These guidelines come into force on 21.11.2017 with their publication and are valid until further notice.

The Gender Equality Officer together with the Equality Commission and the Chairperson of the Institute Council.