

Doctoral School of Natural Sciences: Principles for funding of course proposals

- The proposal should observe the **criteria for a specialist course** i.e. delivered by (international) specialists, relevant for ongoing doctoral research and a minimum of 15 contact hours.
- Funding can be provided for the reimbursement of **proven organisational costs**: travel, accommodation and fees of lecturers, rent of lecturing rooms/equipment, transportation costs (e.g. for excursions), course material (copies, small lab equipment/supplies), simple serve-yourself catering (coffee and tea breaks, light lunches). **Funding requests for lecturer fees should be explicitly motivated.**
- Organizers are encouraged to involve colleagues from at least two other Flemish universities in the organisation of the course. In order to be considered an **interuniversity initiative**, the following principles should be observed:
 - All universities that are involved take up an active role in the organisation of the course.
 - The respective roles may differ (e.g. one main organizer with basic support from the other universities; rotation system for multiple (parts of) courses organized consecutively at another university, etc.)
 - It is not mandatory for the course to take place at Ghent University.
 - It will, however, not suffice to merely open up the course to participants from other universities.

Priority will be given to interuniversity initiatives in case of insufficient means to fund all selected proposals.

- Funding will be limited to **maximum** €4000 per course (and €500 per Doctoral School participant) on condition that the cost estimate is reasonable (expenses are first and foremost to the benefit of Ghent University doctoral students, the estimated costs are necessary for the successful organisation of the course, etc.) It is however possible to exceed the maximum (e.g. in case of initiatives organised for large groups of participants). The organizers are expected to cancel the course in case of a lack of interest (the maximum of €500 per Doctoral School participant being an important point of reference).
- **Members of the Doctoral School of Natural Sciences are expected to be able to participate free of charge.** It is however allowed to set a maximum number of participating DS members (e.g. when a diversity of participants is aimed for).
- The above rules and regulations may be adapted especially in the light of **budgetary constraints**, e.g. by granting less funding in order to subsidize more initiatives.
- The Doctoral School may adapt or even ignore the above rules and regulations in case the initiative has already been approved by **another Doctoral School** or when **multiple Doctoral Schools** were involved from the start. In these cases the financial arrangement approved by the other Doctoral School(s) will be adopted or an alternative deal with the Doctoral School directors involved will be negotiated.
- **Questions or remarks?** Please contact the director of the Doctoral School of Natural Sciences (frank.witlox@ugent.be) or the Doctoral Schools Office (doctoralschools@ugent.be).