



MPG Kick-off Workshops

With the aim of strengthening research ties between Max Planck Institutes and research institutions abroad, the Max Planck Society provides funding for Kick-Off Workshops up to an amount of € 20,000.

Joint Workshops enable scientists from Max Planck Institutes to acquaint themselves with research conditions in partner countries. The aim of the workshops is to bring together young scientists from the host country and their counterparts from Max Planck Institutes on relevant research topics thus paving the way for possible future collaborations. Also, researchers from MPI should acquaint themselves with the research facilities, the research opportunities and the general research scenario abroad.

Scientific Members of the Max Planck Society are eligible to submit proposals. Proposals are evaluated according to the standard procedures of the Max Planck Society.

Applications for a Kick-Off Workshop are to be submitted by the Director of an MPI and include:

- Date and venue
- Description of subject/topic
- Relevance of the topic in the context of the on-going collaboration with MPI
- Expected benefits of having a workshop
- Structure and schedule of the workshop
- Local and German research institutions from which participants will be invited
- Information on Co-organizers
- Budget outline (including matching provided by host, see below)

Applications for funds can be made in the following categories:

- Travel / flight expenses for participants of the workshop
- Accommodation costs for participants of the workshop
- Material expenses for printouts, translations, and correspondence
- Hospitality expenses
- If required: rental costs / fees for the venue where the event is hosted

Funding provided through the Max Planck Society should, as a first priority, be used to cover travel expenses and accommodation of the participants from MPI and, as a second priority, participants from other German institutions. The host institution is expected to supply matching by providing the necessary local facilities such as conference venue, meals as well as travel expenses and accommodation for participants from the host country. In exceptional cases remaining funds from the allocation made by the Max Planck Society may be used for this purpose. This requires prior approval from the Max Planck Society's Unit for International Relations.

In the use of funds, please note that the relevant cost regulations and limits applying within the MPG must be adhered to.



Within six weeks after holding the workshop the MPI is required to provide the MPG with a final report with a special focus on the results and outcome as well as a short statement of the expenditures (list of all payments).

Please submit applications (by e-mail only) to the Max Planck Society's Unit for International Relations.

Contact:

- Latin America, Central and Eastern European Countries: Ms. Annette Dvorani (dvorani@gv.mpg.de)
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