

Una Europa is a European University Alliance consisting of 11 universities that has set itself the goal of intensifying cooperation in the areas of research, teaching and outreach. Besides Freie Universität Berlin, the members of this university alliance are Università di Bologna, University College Dublin, University of Edinburgh, Universiteit Leiden, KU Leuven, Universidad Complutense de Madrid, Uniwersytet Jagielloński in Krakow, Helsingin Yliopisto (University of Helsinki), Université Paris 1 Panthéon-Sorbonne and the University of Zurich.

In this context, IV A - Center for International Cooperation calls for applications for:

Una Europa Student Workshop Program

Deadline: Applications can be continuously submitted

Maximum grant sum: 5.000 €

The call is aimed at students (bachelor/master level) of FU Berlin who would like to gain initial experience as organisers of a self-conceived and self-organised format or those who would like to further deepen existing working groups and projects. As part of the funding, events can be organised at FU Berlin with guests from Una Europa partner universities and other external guests. Combinations of online and on-site phases of an event are also possible.

Funding is available for travel and accommodation, catering and fees (e.g. honoraries for lectures). Funding is available for projects involving at least one partner university within the framework of Una Europa. The participation of additional partners beyond Una Europa is possible. The Una Europa team or the local Una Europa student representatives can assist in contacting interested parties at the partner institutions.

The call for applications is open to all subject areas and disciplines. The application must include a detailed description of the planned activity with the expected costs as well as a list of the persons receiving funding.

The funding recipients are responsible for organising and running the event themselves. This includes the content concept, communication with guests and speakers, booking hotel contingents, organising rooms, catering, etc. The Una Europa team provides support in the preparation of guest invitations, fee contracts and the invoicing of travel expenses, etc. After completion of the project, all documents



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required for invoicing must be submitted on time, as otherwise the assumption of costs cannot be guaranteed.

What kinds of activities can be funded?

- Scientific events or events for professional development at FU Berlin with Una Europa partner universities
- Exchange of knowledge, acquisition of intercultural competences
- Independently initiated networks of students
- Development and strengthening of cooperation in Una Europa

What costs can be covered by the funding?

- Costs for travelling and accommodation of guests coming to Berlin (students, doctoral candidates, post-docs and university lecturers/professors from Una Europa partners; also external guests from universities, non-university institutions). It is possible to involve students and other guests from universities other than Una Europa, but the latter should clearly be the focus.
- Catering for guests according to FU's catering guidelines.
- Fees for external experts and speakers; max. EUR 1,500.00 per application, not to be combined with reimbursement of travel expenses and not possible for employees or members of Una Europa universities
- Conference and advertising material for the organisation of the event

What kinds of costs cannot be funded?

- Personnel costs at FU and the partner universities (student workers, academic staff, work contracts, etc.)
- Costs for events at the partner universities (catering, rent, etc.)
- Fees/contracts for employees of FU and the partner universities
- Events at locations other than Freie Universität Berlin

Who is eligible to apply?

- Students (BA/MA) who are enrolled at the FU Berlin
- the application must include a statement of support by:
 - university teachers or
 - Junior research group leaders

Funding amount:

- maximum € 5,000.00 per project



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Application documents:

- Online application form
- Letter of support from a university teacher/lecturer (permanent teaching staff) or junior research group leaders from FU Berlin
- other attachments if necessary to describe the project

Applications are accepted on an ongoing basis and will be awarded on the basis of the availability of third-party funds and after a review by the selection committee. Due to limited funds, there is no guarantee of funding.

Please send your application documents as a PDF to Dr. Klaus Wiehl, Center for International Cooperation, via email: klaus.wiehl@fu-berlin.de

Further information online:

[Calls for Early-Career Researchers at FU Berlin](#)

[Una Europa at FU Berlin](#)

[Introduction of the alliance Una Europa](#)

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