



## Guidelines

### CASCB SMALL PROJECT Funding Line

#### 1. Objectives

The CASCB funding line “Small Project” is designed to support activities by providing funds of up to 10,000 euros. Small projects must be independent, stand-alone projects with a clear timeline (duration up to 12 months), project goals and expected results. Upon completion of a funded small project, a project report following the respective CASCB template is to be returned to the cluster office.

Requested funds could support:

- Small research equipment or consumables
- Short-term salaries for student, lab or field assistants\*
- Scientific events, e.g. workshops or small conferences
- Outreach or transfer projects with a clear connection to CASCB research

Financial support is based on the guidelines of the University of Konstanz. Receipts and proof of payment must be submitted for all costs.

\*Please keep in mind that VAT might be added to the assistant's invoice even if not specified on the invoice itself.

#### 2. Funding Scope

Small Project grants will be awarded for up to 10,000 euros. Funding of full project budgets can only be granted if there is no other funding option, for example through projects already funded by the cluster (especially large projects) or other sponsors. Co-funding with other sponsors may be proposed if the alternate funding source is not able to cover the entire budget needed for the project.

#### 3. Eligibility

Any member of the University of Konstanz or Max Planck Institute of Animal Behavior is eligible to submit Small Project proposals.

#### 4. Proposal and Decision-Making Process

The proposal process for the Small Project funding line consists of a 1-2 page proposal. Proposals must be submitted via the Small Project TEMPLATE. The following general funding criteria apply:

- coherence and independence of project content
- novelty of research idea and expected insights
- contribution to CASCB research landscape
- interdisciplinarity, where possible

Small Project proposals will be reviewed and decided by the CASCB Board of Speakers. Small Project proposals can be submitted at any time and decisions will be taken at the next possible scheduled monthly meeting. Please plan and submit projects with a fixed or critical deadline (e.g. events or travels) well in advance. Thanks!

Please submit Small Project proposals to: Alexandra Wild [alexandra.wild@uni-konstanz.de](mailto:alexandra.wild@uni-konstanz.de)