

## Application guidelines for overhead funds

The Faculty of Business, Economics and Statistics uses its revenues from overheads, in compliance with the relevant University-wide regulations, *to initiate new research and to support ongoing research*. The Faculty receives overhead from some sources of external funding acquired by faculty members but not all funding agencies pay overhead to the Faculty.

The Faculty earmarks part of its revenues for those who have acquired the external funding (henceforth “established researchers”). The reason is partly to provide incentives to everyone to apply for external funding, partly to reward successful research. The remaining funds are available to all faculty members, but it is the Faculty’s policy to *prioritize funding of promising junior researchers*. The reason is that while these people are highly talented and promising, they often find it hard to acquire external funding, simply because they are at a very early stage of their careers.

The Faculty uses its overhead funds in various ways: support of established researchers (max. 60% of overheads), support for (junior) researchers through an established researcher, the Small Research Grants program, and the Young Investigator Award. Only academic staff currently employed at the faculty can apply.

- As an established a researcher, you can apply for up to 60% of the revenue that has effectively been paid to the Faculty (after deduction of rent for office space). Note that the Faculty does not receive overheads for the full amount granted to you upfront (but only pro rata). Applications for funding should thus be submitted with some delay (up to 4 years after the money has come in). You can also *invite a particular (young) researcher from our faculty to apply in your name*. Send us a letter of support in that case.
- As a (junior) researcher you may be invited by an established researcher to apply on his or her behalf (up to 60% of the revenue generated by the established researcher).
- **Small research grants program.** While all faculty members are welcome to apply, we particularly encourage junior researchers (i.e. non-tenured post docs) to apply.

### How to apply?

- ✓ Submit an informal application letter by e-mail to [dekanat.wiwi@univie.ac.at](mailto:dekanat.wiwi@univie.ac.at) (there are no deadlines). Justify your request in *reasonable* detail. In many cases, one page will suffice.
- ✓ Attach relevant documents, calculations or other supplementary information to convince the committee that your application merits funding.
- ✓ The receipt of your application will be confirmed by e-mail.
- ✓ Your application will usually be decided at the next meeting of the faculty board. You will be informed about the outcome concerning your application immediately.
- ✓ Please keep in mind that payments may only be made upon submission of original invoices, either as reimbursements or on open account.

Please note:

Earmarked amounts expire when a person leaves the faculty or after four years of generating these funds. Applications for grants on earmarked revenues from the year 2011 may must be received not later than December 31, 2015.