

Inge Dirmhirn Scholarship for the promotion of a Master's thesis at the BOKU University 2024

Guidelines for awarding the scholarship (Status: 2024)

§ 1. Purpose and amount of the scholarship

(1) The Equal Opportunities Working Party BOKU (in short: AKGL) awards the Inge Dirmhirn Scholarship in the amount of up to € 2.400-, (two thousand four hundred) to support a master thesis at the BOKU University.

(2) The scholarship serves to financially support the preparation of a Master's thesis with the aim of being able to carry out the work in a concentrated manner. The scholarship is intended to create an incentive to carry out master's theses in the subject areas of gender and/or diversity with BOKU-relevant content. Furthermore, the scholarship is intended to promote the participation of junior researchers in international scientific events.

§ 2. Target group and requirements

(1) All students admitted to a Master's programme at the BOKU University are invited to apply. The Master's thesis in German or English must have been started by 1 February 2025 at the latest and positively assessed within one year.

(2) Please note that if the scholarship is received, the scholarship holder cannot have an employment relationship with the BOKU University. If the scholarship holder has an employment relationship with the BOKU University, the scholarship holder must pay tax on it through the employee tax assessment.

§ 3 Topic of the Master's Thesis

(1) The Inge Dirmhirn Scholarship is announced for gender- and/or diversity-specific topics with BOKU-relevant content.

(2) Submissions of theses with creative approaches, which are especially interdisciplinary in nature and stand out above the average of good research, are particularly welcomed.

§ 4. Documents to be submitted

The following documents must be submitted electronically:

(1) Application form

The application form is available on the following website:

https://short.boku.ac.at/en_dirmhirm-stipendium

(2) Curriculum vitae

(3) Copy of the „Studienblatt“ (student data protocol) showing the enrollment in a Master study program

(4) Topic of the planned Master's thesis including a short description of the Master's thesis project with regard to working hypotheses and objectives.

(5) Comprehensible justification by the applicant as to why the thesis meets the decision-making criteria of the scholarship announced in § 8 para. 1 of these guidelines; in particular, that BOKU-relevant gender and/or diversity-specific aspects will be included in the thesis in the light of interdisciplinary research approaches;

(6) Statement of the supervisor responsible for the Master's thesis regarding the suitability of the thesis for the scholarship in terms of the decision criteria mentioned in § 8 para. 1 of these guidelines.

(7) Form "Master's Thesis Registration"

§ 5. Applications

(1) Applications for the award of the scholarship can be submitted by 15 November 2024 at the latest exclusively in electronic/digital form, if possible in one PDF document by e-mail. If the number of applications is low, the AKGL may extend the application deadline. The submission documents are to be submitted sorted and numbered in the order specified above under § 4 of these guidelines.

The submission is to be sent to:

Arbeitskreis für Gleichbehandlungsfragen/Equal Opportunities Working Party (AKGL):

akglboku@boku.ac.at

Applicants will receive an application confirmation by e-mail.

The completeness and quality of the application will be considered in the decision-making process.

(2) By submitting an application, all applicants accept all conditions related to the award procedure. There is no legal entitlement to participate in the award procedure. Legal recourse is excluded.

§ 6 Awarding of the scholarship

(1) The decision on the awarding of the announced scholarship is made by the AKGL BOKU in the course of the awarding procedure described in § 7 and § 8 of these guidelines.

(2) The Inge Dirmhirn scholarship shall be awarded until 15 December 2024 in accordance with the guidelines for awarding scholarships adopted by the AKGL.

(3) The scholarship holder will be notified in writing. The official awarding of the scholarship will take place during an academic ceremony in 2025.

(4) Receipt of the scholarship excludes the scholarship holder from further applications for the Inge Dirmhirn Award for Gender- and/or Diversity-Specific Master's Theses.

§ 7. Jury for the preparation of the decision

(1) For the preparation of the decision, the AKGL will appoint a jury consisting of at least three members or substitute members of the AKGL, whereby the AKGL shall pay attention to reasons of bias of the jury members.

(2) All applications received by the AKGL will first be forwarded to the jury after the submission deadline.

(3) The jury first examines the applications for completeness and the existence of formal deficiencies, whereby applications that do not comply with the specifications stated in § 2, § 3 and § 5 para. 1 of these guidelines are eliminated from the selection process. The setting of a grace period by the applicant to remedy formal deficiencies is at the discretion of the jury. Applications revised in this way shall take part in the award procedure.

(4) The jury is also free to invite shortlisted applicants to a personal presentation or a presentation via video conference, as well as to involve other informants to support the decision-making process.

(5) The jury will deliberate and prepare a reasoned proposal containing what the jury considers to be the most suitable application for the Inge Dirmhirm Fellowship. All decisions of the jury will be made by a simple majority of votes. At the request of a jury member, voting will be by secret ballot. The deliberation and voting of the jury may also take place via video conference and online voting tool.

(6) The jury will present its proposal to the AKGL. For this purpose, all applications received will be sent to all AKGL members and substitute members in advance. The AKGL has to reject the proposal for a new deliberation and for the preparation of a new proposal to the jury with a simple majority of votes, if essential procedural provisions were violated during the preparation of the jury proposal.

§ 8. Decision of the award

(1) Decisive for the decision on the award is whether the submitted planned Master's thesis has gender- and/or diversity-specific topics that are relevant to BOKU in terms of content. Furthermore, the AKGL will include the creativity and interdisciplinarity of the research approaches in the decision and assess whether the planned research approaches exceed the average of good research. The completeness and quality of the proposal (e.g. quality of the justification letter, statement of the supervisor) will also be taken into account in the decision-making process.

(2) The AKGL decides in its meeting on the basis of the proposal of the jury for which submitted work the scholarship will be awarded. This decision requires the presence of at least half of those entitled to vote and a simple majority of the votes cast for the application or for the jury's proposal. A simple majority is given if the number of votes cast in favour of the application or the jury's proposal is greater than the number of votes against.

(3) If, at the request of a member or substitute member of the AKGL, the scholarship is to be awarded contrary to the jury's proposal for another of the submitted applications, a two-thirds majority of the votes cast for the application shall be required for a valid decision by the AKGL. A two-thirds majority is given if the number of votes cast in favour of the proposal is at least twice as large as the number of votes against.

(4) Abstentions or other inadmissible voting behaviour of a member shall be considered as votes not cast. The decision of the AKGL shall be final.

(5) For reasons of urgency, a vote may also be taken by circular letter within the meaning of § 18 Geo of the AKGL.

§ 9. Disbursement conditions

(1) The scholarship will be paid in two instalments:

The first instalment of € 1.900,-, will be transferred to the account of the scholarship holder as soon as the AKGL has received the confirmation of the supervisor that the writing of the Master's thesis has started. This confirmation must be submitted by the scholarship holder.

(2) The second (and last) instalment in the amount of up to € 500,- serves exclusively to (partial) refund participation fees, travel and hotel costs in the context of an active participation of the scholarship holder in an international scientific event. Cancellation fees that are not reimbursed by other bodies in the event of travel cancellation and other costs in connection with participation in the event will not be reimbursed by the second instalment.

§ 10 Participation in a scientific event

(1) A prerequisite for the payment of the second instalment is that the scholarship holder himself/herself gives a lecture or presents a poster at this event. Mere participation in the event without an active contribution is not sufficient for the payment of the second instalment.

(2) The second instalment may also be used for participation in events held virtually via electronic media. In this case, the AKGL will only reimburse the scholarship holder for the participation fee of the event.

(3) Participation in the event can take place before completion of the Master's thesis or within six months after positive assessment of the Master's thesis. However, the second instalment shall only be paid after the Master's thesis has been positively assessed.

(4) For this purpose, the scholarship holder shall submit a total account of the travel expenses (in euros) for participation in the academic event, enclosing original receipts as proof of the proper use of the funds, as well as a report by the scholarship holder on the presentation of their contribution in the event (maximum 5,000 characters including spaces).

(5) If the event is postponed to a later date within a maximum of 12 months from the original date of the event, the second instalment shall also be paid for the later date of the event. If the event is cancelled at all for reasons beyond the applicant's control, the second instalment may be paid for a substitute event that takes place within a maximum of 12 months from the original date of the event.

(6) If the scholarship holder does not take part in the event for reasons for which he/she is not responsible, it is possible that the second instalment for a substitute event, which takes place within a maximum of 12 months from the original date of the event, will be paid out according to the scholarship holder's proposal.

(7) The scholarship holder must immediately inform the AKGL in writing by e-mail of all changes concerning the date, holding and course of the event, their participation in the event, their travel arrangements, financing of participation and other changes and additions in connection with the event and participation in it.

§ 11 Application for participation in a scientific event

(1) At the latest with the positive evaluation of the Master's thesis or at least six weeks before the start of the journey to the event, the scholarship holder shall inform the AKGL which event the scholarship holder will attend.

(2) The following documents must be sent electronically to the AKGL by email:

- Tabular list of all preliminary participation and travel expenses (in euros)
- Information on the financing options for the participation and travel costs and the sustainability of the trip
- Information on the contribution as presenting author at the event
- Original abstract of the contribution in German and English submitted for the event
- Preliminary programme of the event with topics and speakers
- Proof of acceptance of the contribution to be presented by the event organizer
- Justification by the scholarship holder for the trip (maximum 5,000 characters incl. spaces)
- Letter of support/approval from the supervisor of the Master's thesis

(3) After reviewing the submitted documents, the AKGL will send the scholarship holder a confirmation within 14 days as to whether the event submitted for participation meets the requirements for payment of the second instalment of the scholarship.

(4) The scholarship holder is obliged to also use other possible financing options for the costs of participation in the event and to state the results of their efforts in this regard in the financing plan or to inform the AKGL of newly added financing options after submitting the application, after the start of the trip or when the travel expenses are settled.

(5) Efforts to travel as climate-friendly and sustainable as possible (see e.g. <https://short.boku.ac.at/greentravel-en>) will be taken into account by the AKGL when awarding the scholarship.

§ 12. Extension of the scholarship

(1) Payment of the second instalment is excluded if the Master's thesis is not positively assessed within one year. In justified exceptional cases, an extension of the scholarship may be granted by the AKGL upon application of the scholarship holder. The justified application for an extension of the scholarship must be submitted informally by e-mail at least one month before the expiry of the one-year period specified in § 2 of these guidelines.

§ 13. Funding contract

(1) With the award of the scholarship, a funding contract shall be agreed between the scholarship holder and the BOKU University. In this contract, the corresponding modalities such as payment, proof of the proper use of the funds, concrete duration and reporting shall be stipulated in detail.

(2) The grant agreement does not establish any kind of employment relationship with the BOKU University, neither a contract for work and labour nor a freelance employment relationship. The scholarship holder shall, if applicable, be responsible for their own health and accident insurance as well as for any pension insurance and shall bear all social and tax duties resulting from the scholarship. The scholarship holder will be responsible for clarifying any personal tax and social law issues concerning them in connection with the scholarship.

(3) The acceptance of the scholarship obliges the recipient to concentrate their work on the planned Master's thesis and to give it priority.

(4) The general rules of good academic practice (https://boku.ac.at/fileadmin/data/H01000/H10220/Ombudsstelle/Gute-wiss-praxis-UEbearbeitung2008_1_1.pdf) must be strictly adhered to.

(5) By signing the grant agreement, the scholarship holder confirms the accuracy of their information and acknowledges that in the event of incorrect information or improper use of the scholarship, the scholarship holder shall be exclusively liable. In the event of a self-inflicted breach of the scholarship conditions, the scholarship holder must repay the scholarship in full (or the amount already paid by the sponsor) within 14 days of being requested to do so in writing by the sponsor.

§ 14. Final report, presentation of the thesis

(1) After positive assessment of the Master's thesis, a report on the research results in a text suitable for public relations (press text, maximum 3,000 characters including spaces) and a brief description of the course of the work (presentation of the implementation of the work, e.g. on the choice of methods, decisions on approaches taken, course and progress of the work and the scientific processing of the topic) shall be submitted to the AKGL within one month. In addition, a tabular list of the use of funds must be submitted to the AKGL to confirm that the first instalment has been used in accordance with its intended purpose.

(2) The Equal Opportunities Working Party may decide to invite the scholarship holder to report on the work and its progress at a meeting of the Equal Opportunities Working Party and/or to present the work at a public event.

§ 15 Contact and Information

The AKGL is available for information and questions at the following address:

Equal Opportunities Working Party (Arbeitskreis für Gleichbehandlungsfragen, AKGL)

Phone: +43-1-47654-19301

E-mail: akglboku@boku.ac.at

Gregor-Mendel-Straße 33, 1180 Vienna

<http://www.boku.ac.at/gleichbehandlung.html>