

## Travel fund for early career researchers at the University of Basel

### Information

The travel fund is for early career researchers at the University of Basel and makes awards to young researchers from the doctoral stage onwards in order to develop skills and knowledge in research.

#### Funding possibilities

The following will be financially supported

- Attendance at an international scientific meeting with a presentation (Poster, lecture).
- Research journeys of a short duration (eg archive or library visits, max. 10 days).
- Exceptionally, researchers in social sciences, the humanities, economics, law, and theology may be given the opportunity to participate in international scientific events without a presentation (poster, lecture), if the relevance to their own research area is established.
- Breastfeeding young scientists attending conferences or meetings may submit travel expenses for an accompanying person. The annual maximum of CHF 2'000 for applicants remains unchanged.
- Single parents attending conferences or meetings and needing individual childcare options, in consultation with the Career Advancement Office.

#### Target audience

Early career researchers include matriculated doctoral candidates, Postdocs and habilitation candidates of the University of Basel. Exceptionally, Master's students may apply for a contribution if they present the results of their own research work (lecture, poster) at an international congress.

#### Application and documents

- Completed application form with signature and stamp of the home department
- Abstract of the academic contribution
- Recommendation letter from the academic supervisor (with the exception of assistant professors)
- CV with publication list
- Final total costs in Swiss Francs including original receipts
- Final report

#### Submission

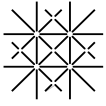
The application form and documents can be submitted either by e-mail to [reisefonds@unibas.ch](mailto:reisefonds@unibas.ch) and/or by post or in person to Ressort Nachwuchsförderung, Petersgraben 35/3, 4001 Basel no later than four weeks after the incurred costs. The requests for reimbursement are processed monthly.

#### Calculation basis

- The costs for travel, congress fees and accommodation as well as meals (with original receipts) can be included.
- The applicant is required to inform the travel fund of other financial contributions already received or applied for (contribution by research group, national fund or third-party sources, contribution of the department, home or guest institution, etc.). These will be deducted in the calculation of the contribution.
- The travel fund generally expects a contribution towards the costs from the applicant (difference between total costs and award). In accordance with the expense regulations of the University of Basel dated September 17, 2024 (para. II. § 4. section 4 d), the faculties, departments and institutes can make additional appropriate contributions.
- Applications with a total amount < CHF 150.00 cannot be submitted.

#### Calculation scale

<b>Pre-tax income</b>	<b>Travel fund share of the incurred costs</b>	(Reduced by Fr. 5'000.- per child)
Up to Fr. 35'000	90%	
Up to Fr. 50'040	80%	
Up to Fr. 60'000	70%	
Up to Fr. 70'000	60%	
Higher incomes	50%	



The travel costs are reimbursed to the maximum amount of Fr. 2'000.- per year

Award

The Vice President for Research decides on the award.

**There is no legal entitlement to support from the travel funds.**

Basel, 01.07.2026