



Conditions for MD fellowships

Taking up the MD fellowship

Grantees can take up their Boehringer Ingelheim Fonds (BIF) MD fellowship by sending us their signed fellowship conditions, desired start date, and details of their bank account. The fellowship expires if not taken up within six months of the date of the letter of approval.

Monthly payment and additional benefits

The monthly payment consists of a stipend and, in most countries, an additional flat rate of 150 euros to cover minor research-related costs (books, travel expenses, etc.). To adjust, e.g. for differences in living costs, the total amount varies in different countries. For example, an unmarried fellow working in Germany currently receives 1,560 euros, in the USA 2,470 euros, in the United Kingdom 1,885 euros.

Furthermore, a spouse allowance of 200 euros, a child allowance of 200 euros per child, and/or childcare allowance of up to 500 euros may be added depending on the personal situation.

The initially awarded stipend sum is based on the information provided in the application. The fellowship holder is obligated to inform the BIF about any changes in his/her personal or financial circumstances (change of marital status, income of spouse, etc.) so that the BIF can adjust the amount of the stipend. The stipend is transferred in euros to the fellow's personal bank account by the middle of each month.

In addition, fellowship holders can apply for travel allowances to present their research projects at international scientific conferences, to participate in methods courses, or to perform research in cooperating laboratories. Besides, the BIF offers its fellows and alumni exclusive meetings, seminars, and training.

Duration of the MD fellowship

MD fellowships are granted for 10–12 months and can be extended once for up to 6 months.

In the event of illness, the BIF usually continues payments for 2 months, after which time assistance would cease. Upon recovery, the fellowship may be extended by the period of absence due to illness.

Obligations

The Boehringer Ingelheim Fonds does not intervene in the work of fellows who, in turn, are obligated to make proper use of the allocated funds and to adhere to the rules of good scientific practice according to what is delineated for scientists in the "Guidelines for Safeguarding Good Scientific Practice" of the *Deutsche Forschungsgemeinschaft* (DFG, German Research Foundation; <https://www.dfg.de/en>). Each fellow must devote his/her whole energy to his/her particular research project. In the laboratory, fellows should only be assigned to tasks directly connected to their research projects.

The fellowship has been granted to pursue the research project described in the application and in the laboratory specified therein. If a fellow decides to change the topic of the research project or the laboratory, he/she must inform the BIF without delay. Major project changes require approval by the BIF to continue the stipend. In the event of the project being successfully completed prior to the expiry of the fellowship, payment will be discontinued.

Fellowship holders must present a final report no later than three months after the fellowship ends. Furthermore, they are expected to acknowledge the Boehringer Ingelheim Fonds in all publications



resulting from the work during the fellowship. They are required to supply the BIF with PDF documents of such publications, also if they are published after the fellowship has ended. Please note that the BIF should be referred to in the acknowledgements as “Boehringer Ingelheim Fonds”, not as “Boehringer Ingelheim Foundation”. The latter is a different non-profit charity.

Insurance

The BIF does not provide any kind of insurance for its fellowship holders. They must insure themselves and their families against any possible costs and consequences caused by illness, accident, personal liability, etc.

Applications to other institutions

The Boehringer Ingelheim Fonds must be notified if an application is submitted to any other research-sponsoring institution. Should an applicant take up an award from another institution prior to the decision of the BIF, the application to the Boehringer Ingelheim Fonds is considered withdrawn, and the BIF must be notified immediately. Please note that only written notification is legally binding.

Additional funding

The fellowship is intended to cover the living expenses of the recipient. A Boehringer Ingelheim Fonds stipend may therefore not be held while receiving a regular personal income from any other institution or research institute. Any employment or other contracts yielding a regular income must be cancelled upon accepting the MD fellowship.

Tuition, bench fees, and overheads are not reimbursed by the BIF. Therefore, an additional fellowship from another institution to cover exclusively tuition fees may be accepted. Please contact the Boehringer Ingelheim Fonds under these circumstances.

Legal and tax issues

Fellowships awarded by the Boehringer Ingelheim Fonds do not constitute any form of employment. In Germany (EStG § 3 No. 44) and in countries that maintain a double-taxation agreement with Germany, fellowships are usually exempt from tax. Fellowship holders should inform themselves whether the conditions for tax exemption are met and are responsible for paying possible taxes. A fellowship is not considered to be remuneration as defined by Article 14 of the German Social Law IV and is therefore not liable to social insurance. Provision of laws governing formation of capital, saving premiums, and residential building premiums do not apply.

The Boehringer Ingelheim Fonds reserves the right to adjust the stipend, e.g. due to currency fluctuations, and to reclaim any surplus payment or money paid in error. Furthermore, the BIF may cancel the fellowship and demand repayment if the fellowship was obtained under false pretenses or not used for its intended purpose, if the obligation to submit the final report is not fulfilled, or for any other sound reason. Please note that the decisions of the Boehringer Ingelheim Fonds are incontestable.