

# Guidelines for CEMES Grant applications

When applying for CEMES grants, the following general rules apply. For any questions related to the application process, you can contact CEMES' Centre Coordinator [Emil Eiby Seidenfaden](mailto:ees@hum.ku.dk) ([ees@hum.ku.dk](mailto:ees@hum.ku.dk))

1. Applications must be submitted **electronically as one PDF file to Centre Coordinator [Emil Eiby Seidenfaden](mailto:ees@hum.ku.dk)** ([ees@hum.ku.dk](mailto:ees@hum.ku.dk))
2. The applicant responsible for the project must be employed at the Faculty of Humanities and Theology (University of Copenhagen) or the Joint Faculties of Humanities and Theology (Lund University) or the Faculty of Culture and Society (Malmö University). Researchers from other Faculties as well as other universities may be part of the application. The Steering Committee especially welcomes activities that involve several of the partner institutions of CEMES.
3. Researchers participating in existing CEMES research groups are welcome to apply for funding.
4. Applications for funding of research activities should have modern Europe from 1750 onwards at its centre, have a significant bearing on contemporary matters. Research themes may include history, culture, media, politics, international relations, religions, philosophy, arts and literature, among others. Interdisciplinary approaches are very much encouraged. Any events should take place at the Faculty of Humanities and Theology (University of Copenhagen), the Joint Faculties of Humanities and Theology (Lund University) or the Faculty of Culture and Society (Malmö University).
5. Applications may include, among other things, funding for conferences, seminars, workshops, public lectures, debates and events, as well as networking activities and seminars related to production of external funding applications
6. CEMES does not grant funding to cover publication costs. Nor do we cover individual research missions.
7. Applications must be sent to the CEMES Secretariat, and be comprised of a maximum of 5 pages, excluding annexes. A detailed budget must be annexed to the application. For rules on spending limits on accommodation, meals etc. the local accounting departments of the grant-holder may be consulted. In addition, the application must include a ¼ page summary for the CEMES Coordinator to use on the homepage when announcing the event.
8. CEMES receives applications for funding of small as well as larger events. CEMES may fund big, international conferences with up to 75000 DKK but always reserves the liberty to not fully fund a project.
9. The steering committee evaluates the applications according to their scientific merit and relevance to the research field of CEMES. All projects will have to be carried out within the calendar year in which it is granted.
10. The CEMES administration will handle public relations and advertising of all CEMES activities. The grant holder is responsible for providing adequate information to the secretariat for this purpose. The grant holder should if possible, use social media to draw attention to the events and CEMES. CEMES has the handle [@CemesOresund](#) on X and is Centre for Modern European Studies (CEMES) on Facebook.
11. We expect that it is visibly stated that CEMES is (co-)funder of the activity in question (on websites, posters, programmes etc.)

All practicalities related to organizing the events should be handled at the home Faculties/Departments of the grant holder. To facilitate the latter it is recommended that applications include adequate student aid hours if needed for the organization of the event. The CEMES coordinator will be available for consultation on practical matters for CEMES events. The accounting aspects of all activities will be handled by the Faculty's finance centre in consultation with the grant holder and the CEMES administrative coordinator. Further information in this regard will be given to grant recipients upon receiving the grant. The grant holder must provide a final grant account.