

## CONTRACTUAL OBLIGATION

Between **Venugopal Maddipati**  
and  
the Forum Transregionale Studien e.V.

represented by Georges Khalil  
Academic Coordinator of the  
Forum Transregionale Studien  
Wallotstr. 14, 14193 Berlin

### Fellowship 2016 / 2017

1. I hereby acknowledge the decision of the program “Art Histories” at the Forum Transregionale Studien (Forum), administered by the Wissenschaftskolleg zu Berlin, to grant me a fellowship for the post-doctoral program within the framework of the research program “Art Histories and Aesthetic Practices” for the academic year 2016/2017 (October 1, 2016 through July 31, 2017) and consisting of
  - a. a monthly stipend of € 2,500; plus a monthly family allowance of € 250 for accompanying partner and/or children (minimum stay of the partner and/or children is 3 months without interruption);
  - b. reimbursement of my travel expenses from my home residence to Berlin as well as the return trip (train – 2nd class, flight – economy class);
  - c. an initial relocation lump sum of € 430 (to be paid with the first stipend installment so as to contribute to additional costs of relocation, such as charges for extra baggage or research materials, visa fees, travel costs of accompanying partner and/or family, and the costs of getting settled in Berlin);
  - d. the Forum can cover the costs of health insurance for me and my accompanying partner and/or children in case my insurance fails to provide adequate coverage for my stay in Germany (see 4.e).
2. I hereby confirm my acceptance of the fellowship and commit myself for the time stipulated above
  - a. to take up residence in Berlin;
  - b. to devote my efforts to the project proposal submitted in my application;
  - c. to participate regularly in the activities and seminars of the program I am affiliated with as well as in the seminars that are set up by the Forum for the postdoctoral fellows of programs at the Forum;
  - d. to regularly work in the academic institution with which I am associated during the academic year of my fellowship;
  - e. to mention my affiliation as a “Art Histories” Fellow at the Forum Transregionale Studien in all publications resulting from my work here and in publications as well as lectures and presentations given during my fellowship;
  - f. to report, on request, on the course of my studies and to present an evaluation of my research at the end of the fellowship;
  - g. to abstain from gainful employment during my fellowship;
  - h. to contribute to one of the publications by the Art Histories Program.

**3. I hereby commit myself to inform the office of the Forum immediately if**

- a. the research project is interrupted, changed, finished earlier than planned, or completely abandoned;
- b. I am remunerated by a third party for my academic work or if I or – with my consent – a third party benefits financially from the sponsored project;
- c. I am granted a fellowship by a third party;
- d. changes occur in my personal or professional situation.

**4. I hereby note and acknowledge that**

- a. in case of **absences** of less than two weeks, I am expected to give prior notification to the office of the Forum and the coordinator of the program I am affiliated with.  
Absences which are longer than **14 days** presuppose the consent of the Forum and the coordinator of the program I am affiliated with. In principle, fellows are not entitled to receive a full monthly stipend if they are absent from Berlin for more than 14 days continuously or more than 30 days total. The Forum reserves the right to make cuts in the fellowship payment. At the beginning of the research stay in Berlin – i.e. during the first month – fellows are only entitled to their first full stipend when arriving by the 15<sup>th</sup> of the month or on the following working day. Fellows who arrive after this date are not entitled to payment in the respective month. In the last month fellows are expected to be present at least until the 15<sup>th</sup> of the month or the preceding working day. Fellows who leave Berlin before that date are not entitled to receive a stipend for that month.  
Participation in academic conferences, research trips, and archival or library visits that are essential for carrying out the project do not count as absences if they do not exceed a week (continuous) or 14 days (in total over the period of the fellowship).
- b. any personal income exceeding **€ 1,800 per annum** must be declared and may be deducted from the fellowship;
- c. any income earned by my partner exceeding € 400 per month must be declared and automatically disqualifies us for the family allowance.
- d. the allowances for children or members of the family with disabilities are not included in the stipend and must be applied for separately to the Berlin authorities; the office of the Forum will help to apply for the governmental children's allowance (€ 184 per child per month during the stay in Berlin) and/or allowances for persons with disabilities, if applicable.
- e. it is my own responsibility to arrange adequate personal insurance. If I am privately insured, I will clarify with my insurance company whether my coverage extends to Germany or if I will require supplementary insurance. If my home insurance provides sufficient coverage during my stay in Berlin, I will bring a statement from my insurance company certifying this, because the Ausländerbehörde (Foreigners' Registration Office) can demand proof that I have health insurance.  
If I do not have health insurance that covers my stay in Germany, the Forum will cover the costs of health insurance for me and my accompanying partner and/or children prior to my arrival through **MAWISTA Health Insurance** (tariff "Mawista Science"), which also includes insurance for personal liability. The coverage offered by Mawista does NOT include costs for pre-existing illnesses or preventive examinations (for further details about the conditions, see: [www.mawista.com](http://www.mawista.com)).

- f. finding accommodation during my stay in Berlin and kindergartens or schools for accompanying children is my own responsibility. The office of the Forum can offer help in finding appropriate accommodation and other practical arrangements within the limits of its capacities.
- g. The stipends, including the aforementioned additional allowances, are exempt from social security legislation and taxes.

**5. The Forum reserves the right**

- a. to take into account contributions by a third party for maintenance or equipment insofar as they are related to the sponsored research project;
- b. to demand repayment of the stipend plus appropriate interest or an appropriate share in any financial yields directly resulting from the sponsored research project;
- c. to alter or cancel the grant if the fellowship holder fails to fulfill the conditions stipulated above;
- d. to alter or cancel the grant if the fellowship holder has not received his doctorate prior to the beginning of the scholarship;
- e. to withdraw or alter the fellowship-offer if the funding institution of the fellowship program decides to alter or cancel its support.

<b>Last Name:</b>
<b>First Name:</b>
<b>Address:</b>
<b>Nationality:</b>
<b>Date and place of birth:</b>
<b>Passport No. / Place and Date of Issue / Expiring Date:</b>

**I am:**

- ☐ single
- ☐ married / with partner (please send us a copy of the marriage certificate/registration of partnership asap)

**I will take up residence in Berlin:**

- ☐ from                      mm/yy                      to                      mm/yy (anticipated stay in Berlin)
- ☐ alone
- ☐ with partner (name, date of birth)
- ☐ with children (names, dates of birth, please send us a copy of birth certificate)
- ☐ and will need your help in finding accommodation in Berlin

**I will need health insurance through the MAWISTA health insurance**

- ☐ for me alone
- ☐ for me and my partner
- ☐ for me, my partner, and my children
- ☐ I will not need the MAWISTA health insurance but will instead bring a statement from my own insurance company.

**Income:**

- ☐ During the fellowship I will not receive additional income exceeding € 1,800 per annum.
- ☐ My partner does not receive income exceeding € 400 per month.
- ☐ Other income:

**I assure that the above details are correct. I commit myself to inform the office of the Forum of any changes which may take place.**

\_\_\_\_\_  
Date / Signature  
Fellow

March 3, 2016

\_\_\_\_\_  
Date / Signature  
Georges Khalil /Academic Coordinator  
Forum Transregionale Studien