

## REGULATIONS FOR CHILDCARE FUNDING BY THE GCSC

### Target group:

GCSC doctoral students and postdocs with children can apply for the funding of additional childcare costs that are needed during the time of their membership.

### Eligibility:

The GCSC can only cover costs for childcare that is needed in addition to your regular childcare arrangement. In particular in such cases where your research requires absence from home outside the regular hours (that includes closure times of your childcare facility due to holidays as well as times that your child has to stay home for health reasons). The GCSC can also cover costs for childcare during the situations described below for children who do not yet attend a childcare institution. Travel time to the respective events can be covered as well. An application can thus be handed in on the following grounds:

- a. Participation in the GCSC curriculum
- b. Participation in events that are important for your own qualification (such as department colloquia, conferences, or teaching obligations)
- c. Research trips (such as visiting archives or conducting fieldwork)

**Please note: The costs for your child and a caretaker that will accompany you on a conference trip or research stay should be included into your travel grant applications. For further information on the option of taking your child with you on a conference or research trip, please consult the Travel Grants Leaflet available on the GCSC website.**

### Organisational matters:

1. It is your responsibility to organise a caretaker for your child. You may choose whomever you like as long as the person is not a relative of your child.
2. Furthermore, it cannot be a 'private' arrangement. To receive funding from the GCSC it is absolutely necessary that the caretaker write an invoice addressed to the GCSC. The invoice must contain the tax identification number (*Steueridentifikationsnummer*) and include the following reference: "*Kinderbetreuung im Rahmen der Maßnahme Vereinbarkeit von Wissenschaft & Familie am GCSC.*"
3. The GCSC assumes no liability.

**Procedure:**

For the application form and advice on your application, please contact Lena Nuechter (Combining Career & Family) well in advance. Please make sure to hand in your completed application as early as possible in order to give us reasonable time to respond to it.

Should your need for childcare occur unexpectedly and there is not enough time to prepare an application in advance, you may postpone this deadline by notifying us of your application by e-mail or phone call (answering machine also accepted) to the GCSC office or Lena Nuechter. Please submit your application, at the latest, ten working days after this notification. If a caretaking need arises due to an illness of your child, you may of course always submit a retroactive application. In this case, please hand in a doctor's certificate together with your application. Please bear in mind that we might have to get back to you before officially forwarding your request to the Executive Board. After the respective board meeting, you will be informed about the decision via e-mail.

**Contact:**

Lena Nuechter

Tel.: +49 (0) 641 99 300 56

[lena.nuechter@gcsc.uni-giessen.de](mailto:lena.nuechter@gcsc.uni-giessen.de)

**Further contact option:**

GCSC office (Ann Van de Veire)

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