

Zurich, 04 February 2020

## Information leaflet

# Receiving travel cost contributions from the “Grubenmann-Burri-Fonds” or “Alumni-Fonds”

## Grubenmann-Burri-Fonds

The so-called “Grubenmann-Burri-Fonds” is a special ETH Zurich fund derived from an endowment established in 1920, and a special legacy dating back to 1987. This fund is associated with the Institute of Geochemistry and Petrology and is used to financially support students to participate in excursions and to carry out scientific fieldwork.

## Alumni-Fonds

The so-called “Geologie-Fonds” is a special ETH Zurich fund derived from a legacy initiated in 1873 and supplemented by a legacy from Johann Georg Stamm in 1950, as well as the donation Staub in 1962. These funds are associated with the Geological Institute and are also used to financially support students to attend excursions and carry out fieldwork.

## Target group

Both special institutional funds are available exclusively to support students. In particular, the funding is intended to support Bachelor’s and Master’s level students within the Institute of Geochemistry and Petrology (Grubmann-Burri-Fonds) or the Geological Institute (Alumni-Fonds). Fieldwork proposals from other institutes will be evaluated and assigned to the appropriate funds based on the application content. In addition, fieldwork or excursion projects resulting from the individual initiative of students can be supported in well-justified cases.

The supporting funds are designed for students who have demonstrated superior academic performance and are independent of the student’s financial situation.

Fieldwork in association with a Master’s thesis that receives third party funding through a research project is not eligible for support.

## Amount and extent of the contribution

The amount of the contribution to be awarded will be determined by the quality of the application.

In addition, the amount of funding available will also be taken in account. In any case, only costs against receipts are eligible for claim and reimbursement.

## Application

Students must submit a written application for funding at least three months before departure and include the following information and supplements:

- A written request with information about the Bachelor's or Master's thesis and the planned fieldwork, including the justification for financial support
- The formulation of the Bachelor's or Master's thesis (maximum half page length)
- Where applicable: confirmation of the MSc Project Proposal or the Master's thesis
- A detailed budget, including a detailed list of travel expenses (flight, train, bus, rental car)
- Actual transcripts from myStudies
- Where applicable: a copy of other benefits or funding obtained previously (grants and projects)
- Student signature
- A short letter of support from the main supervisor

The written request for funding must be submitted duly completed and signed to the appropriate institute. Incomplete or late applications for financial support will be rejected.

## Responsible contacts

Institute of Geochemistry and Petrology, Ms Claudia Büchel  
Geological Institute, Ms Corinne Bischof

## Allocation and disbursement of the travel cost contributions

1. There is no entitlement to contributions from the Department of Earth Sciences.
2. Contributions are designed for students of obligatory internships, exchange semesters, BSc-, MSc- work, and, in exceptional cases, for students in workshops, summer or winter school programmes.
3. Contributions can be granted for travel costs and perhaps for other explicit well-justified fieldwork costs. It is assumed that the most affordable means of travel have been chosen.
4. Applications are to be submitted 3 months before travel departure.
5. The total costs incurred must be proven immediately following the completed trip/fieldwork and the administrative billing is handled through the responsible contacts in the institutes.