**Template for GSGS Grant reports**

*By accepting a GSGS Grant, its recipients agree to send a report of start-up honour or fellowship main activities and achievements within two weeks after their funding period; these reports are published on the GSGS website. Please use this template for your report.*

The report should be in **English** and **no more than a page A4** long.

The report should include the following information:

Example

**Fellowship Grant**

4-7 Nov 2014

Jena, Germany

**Marina Mustermann**

PhD student

PhD project: “The history and development of YYY”

Institute of Geology

Thesis: *The development and history of ZZZ*

Professor Dr. XXX (working group)

Defense: April 2015

* Type of Grant (start-up honour or fellowship grant)
* Grant period (from-to)
* Research location (city/country, if outside Cologne)
* Author name (First name & Last name)
* Author’s position (M.Sc, B.Sc, PhD student, postdoc)
* Author’s institute
* Author’s project (working) title
* Supervisor
* Prospective (submission or defense date for fellowships)
* Future aspirations
* If possible: provide link to online publications published during the grant period
* One **picture** that can be used on our website (including **copyright information**)

Please, keep in mind that your report will be published on the GSGS website. Therefore, do not forget to provide copyright information for pictures and state the authors of quotations.

As the author you will be responsible for the content of your report. We will review your report for obvious flaws, but please review it before you hand it in and make sure that your text is coherent and understandable for a wide range of possible readers.