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ANNEX 1: RESEARCH PLAN

PERSONAL INFORMATION

First Name:	<i>Enter first name(s)</i>
Last Name:	<i>Enter last name</i>

PROJECT INFORMATION

Project Acronym:	<i>Enter project acronym</i>
Title of Research Project:	<i>Enter title of project</i>
Research Focus Area:	<i>Enter one of the five focus areas</i>

Host University:	<i>Enter host university</i>
Host University Department:	<i>Enter host university department</i>
Supervisor:	<i>Enter Name, Surname</i>

Co-Host University:	<i>Enter co-host university</i>
Co-Host University Department:	<i>Enter co-host university department</i>
Co-Supervisor:	<i>Enter Name, Surname</i>

1. ABSTRACT

Provide a brief description of the proposed project. Keep in mind that reviewers may not be specialists in your field. The summary may not exceed the limit of 1800 characters including spaces.

The abstract is **not** included in the 10 (A4) page limit.

Please address the following questions in your abstract. What is the broad context, background and key issue(s)? Why is the research important to do? What is the purpose, concrete objectives, methodology and expected impact on the research field and your career?

2. PROJECT DESCRIPTION

Please describe your Research Project using the following structure.

2.1 Excellence (weight 0.5)

2.1.1 Scientific and Technological Quality (level of novelty, appropriate consideration of inter/multidisciplinary and gender aspects)

You should develop your proposal according to the following lines:

- Quality and relevance of proposed research plan
- Clear and relevant methodology
- Realistic plans and contingency plans
- Interdisciplinary and multidisciplinary aspects
- Originality/Innovative nature of the project (in relation to relevant state-of-the-art and your own research)

2.1.2 Applicant Qualifications and Host institutions

You should demonstrate how your professional experience and the proposed research match your research profile and contribute to your development as an independent/mature researcher during the fellowship and describe how your experiences match the proposed project.

- Research experience and results (patents, publications, teaching and other results)
- Qualification and background of applicant (incl. non-academic work and career breaks)
- Collaboration with business partners (if relevant)
- Independent thinking, creativity, leadership and mentoring abilities
- Match between applicant and proposal and host institution

2.2 Impact (weight 0.5)

You should describe the relevance of the proposed project by including the following points:

- Contribution of proposal and applicant to European excellence and competitiveness
- Development of new collaboration opportunities for the host organisation(s)
- Potential impact on fellow's career
- Appropriateness of dissemination activities
- Transfer of knowledge in- and outside Europe through conferences, publications, teaching, public outreach activities, and potential for exploitation

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2.3 Implementation (20% weighted)

Please, expand on the detailed research plan including:

- Aims; questions to be answered; hypotheses; methods and risk management; schedule and milestones;
- Overall coherence, effectiveness and appropriateness of the work plan (including milestones and expected results)
- Quality and match of proposed project and research group facilities/infrastructure, scientific framework and staff hosting the fellow
- If applicable describe the optional involvement of industry or another research institute

*The research plan must not exceed the total **page limit of 10 (A4) pages without references.***

Font: Aria; minimum font size 11pt; single line spacing; all margins should be 2 cm minimum.

Applications which do not meet all formal requirements will not be considered.

The project description must consist of original text. A limited amount of material (text, graph, etc.) by third parties or by the applicant himself/herself is permissible in the section concerning the state of the art and own research (2.1), but must be clearly identified as quoted and listed in the references. Suspected cases of plagiarism will be analysed.

The [evaluation criteria](#) listed in the rules and regulations will form the basis for the evaluation of your proposal. The full call text also contains more detailed suggestions for the content of your application. The full call text is available for download from the website <https://postdoc.eurotech-universities.eu>.

Please also read the Guide for Applicants for further details, background information and and instructions.

End of 10 page limit

3. REFERENCES

ANNEX 2: PRIORITIZED CV AND LIST OF PUBLICATIONS

CURRICULUM VITAE

PERSONAL INFORMATION

Last Name:	
First Name(s):	
Date of Birth:	
Address:	
Postal Code:	
City:	
Country:	
Email:	
Phone:	
Website:	

CURRENT POSITION

Date since:	<i>Enter Date (MM/YY/YY)</i>
Job Title	<i>Enter job title</i>
Institution	<i>Enter institution</i>
Country	<i>Enter country</i>
Job description	<i>Enter brief job description (responsibilities, tasks, major achievement/result)</i>

PROFESSIONAL EXPERIENCE

START DATE – END DATE	JOB TITLE AND DESCRIPTION
MM/YYYY – MM/YYYY	Job 1 Title
	Institution
	Country
	<i>Brief Description (Responsibilities, Tasks)</i>
MM/YYYY – MM/YYYY	Job 2 Title
	Institution
	Country
	<i>Brief Description (Responsibilities, Tasks)</i>

Add additional lines according to the table given if necessary

BRIEF SUMMARY OF RESEARCH (LAST 5 YEARS)

Please outline the content of your research including major achievements and results over the last five years, in no more than 250 words.

EDUCATION

START DATE – END DATE	LEVEL OF DEGREE
MM/YYYY – MM/YYYY	Level of degree Name of institution/University granting degree / Country Name of Supervisor Date Degree was obtained Grades
MM/YYYY – MM/YYYY	Level of degree Name of institution/University granting degree / Country Name of Supervisor Date Degree was obtained Grades

Add additional degrees according to the table given if necessary, delete unused rows.

LEAVE OF ABSENCE

(e.g. sickness, family- or parental leave, military service)

START DATE – END DATE	LEAVE OF ABSENCE
MM/YYYY – MM/YYYY	Enter type of leave of absence
MM/YYYY – MM/YYYY	Enter type of leave of absence

Add additional table rows if necessary, delete unused rows.

TEACHING EXPERIENCE

ORGANIZATION	SUBJECT	DESCRIPTION
Enter organization/school	Enter subject/ course title	Enter description
Enter organization/school	Enter subject/ course title	Enter description

Add additional table rows if necessary, delete unused row.

AWARDS, GRANTS AND FELLOWSHIPS

DATE	NAME OF AWARD/ GRANT/ FELLOWSHIP
YYYY	Enter prize name and awarding organisation

Add additional table rows if necessary, delete unused rows.

NATIONAL AND INTERNATIONAL COOPERATIONS

ORGANIZATION	SUBJECT	DESCRIPTION
<i>Enter organization/school</i>	<i>Enter subject/ course title</i>	<i>Enter description</i>
<i>Enter organization/school</i>	<i>Enter subject/ course title</i>	<i>Enter description</i>

Add additional table rows if necessary, delete unused rows.

CONFERENCES

DATE	CONFERENCE ACTIVITY
<i>MM/YYYY</i>	<i>Enter Conference Name and activity (e.g. poster, oral presentation) Please indicate if peer-reviewed</i>

Add additional table rows if necessary, delete unused rows.

PROFESSIONAL MEMBERSHIPS

DATE SINCE	ORGANISATION
<i>MM/YYYY</i>	<i>Enter organisation name and status (e.g. member, fellow)</i>

Add additional table rows if necessary, delete unused rows.

COMMUNITY / ORGANISATIONAL ROLES

START DATE – END DATE	ORGANISATION AND STATUS
<i>MM/YYYY – MM/YYYY</i>	<i>Enter organisation name and status (e.g. reviewer, advisor, committee member)</i>

Add additional table row if necessary, delete unused rows.

LANGUAGE SKILLS

NATIVE LANGUAGE(S)
<i>Enter primary native language</i>
<i>Enter second native language if applicable</i>

OTHER LANGUAGE(S)		LEVEL
<i>Enter Language 1</i>	Reading	<i>Select skill level</i>
	Writing	<i>Select skill level</i>
	Oral	<i>Select skill level</i>
<i>Enter Language 2</i>	Reading	<i>Select skill level</i>
	Writing	<i>Select skill level</i>
	Oral	<i>Select skill level</i>

Add additional table rows if necessary, delete unused rows.

ADDITIONAL SKILLS

ADDITIONAL INFORMATION

Enter additional CV information if relevant

LIST OF PUBLICATIONS

Please provide a full list of your publications. Use a citation style that is common in your research community and allows easy finding of your publications. Please include publication, volume, start and end page.

Please distinguish between conference proceeding, contributions to books and journal publications.

Make sure to provide the D.O.I. for all publications.

PATENTS AND LICENSES

Please provide a full list of your patents and licenses.

NOTE

We will not accept any reference letters. These will be deleted.

ANNEX 3: ETHICS SELF-ASSESSMENT

ETHICAL POLICY

EurotechPostdoc candidates and their supervisors should request the necessary authorizations from the concerned authorities parallel to the evaluation of the proposal. Copies of the authorizations/notifications should be submitted via the submission portal to the programme management office prior to the start of the project.

RESEARCH AREAS EXCLUDED FROM FUNDING

- Research Activity aimed at human cloning for reproductive purposes.
- Research activity intended to modify the genetic heritage of human beings (which could make such changes heritable (Research related to cancer treatment of the gonads can be financed).
- Research activities intended to create human embryos solely for the purpose of research or for the purpose of stem cell procurement, including by means of somatic cell nuclear transfer

ETHICS SELF-ASSESSMENT

Name of Applicant	
Project Title:	

Please complete the tables below and make sure all necessary authorisation and/or notifications are available before starting your project.

Research projects involving activities in italics and marked with an asterisk (*) in the tables below will be automatically referred to an Ethics review by the European Commission / ERA.

RESEARCH ON HUMAN EMBRYO/FETUS	YES
<i>Does the proposed research involve human embryos? (*)</i>	<input type="checkbox"/>
<i>Does the proposed research involve human foetal tissue? (*)</i>	<input type="checkbox"/>
<i>Does the proposed research involve human embryonic stem cells (hESCs)? (*)</i>	<input type="checkbox"/>
<i>Does the proposed research on human embryonic stem cells involve cells culture? (*)</i>	<input type="checkbox"/>
<i>Does the proposed research on human embryonic stem cells involve the derivation of cells from embryos? (*)</i>	<input type="checkbox"/>
I HEREBY CONFIRM THAT NONE OF THE ABOVE APPLY TO MY PROPOSAL	<input type="checkbox"/>

RESEARCH ON HUMANS	YES
<i>Does the proposed research involve children? (*)</i>	<input type="checkbox"/>
<i>Does the proposed research involve patients? (*)</i>	<input type="checkbox"/>
<i>Does the proposed research involve persons not able to give consent? (*)</i>	<input type="checkbox"/>
<i>Does the proposed research involve adult healthy volunteers? (*)</i>	<input type="checkbox"/>
<i>Does the proposed research involve human genetic material?</i>	<input type="checkbox"/>
<i>Does the proposed research involve human biological material?</i>	<input type="checkbox"/>
<i>Does the proposed research involve human data collection?</i>	<input type="checkbox"/>
I HEREBY CONFIRM THAT NONE OF THE ABOVE APPLY TO MY PROPOSAL	<input type="checkbox"/>

PRIVACY	YES
<i>Does the proposed research involve processing of genetic information or personal data (e.g. health, sexual lifestyle, ethnicity, political opinion, religious or philosophical conviction)?</i>	<input type="checkbox"/>
<i>Does the proposed research involve tracking the location or observation of people?</i>	<input type="checkbox"/>
I HEREBY CONFIRM THAT NONE OF THE ABOVE APPLY TO MY PROPOSAL	<input type="checkbox"/>

RESEARCH ON ANIMALS	YES
<i>Does the proposed research involve research on animals?</i>	<input type="checkbox"/>
<i>Are those animals transgenic small laboratory animals?</i>	<input type="checkbox"/>
<i>Are those animals transgenic farm animals?</i>	<input type="checkbox"/>
<i>Are those animals nonhuman primates? (*)</i>	<input type="checkbox"/>
<i>Are those animals cloned farm animals?</i>	<input type="checkbox"/>
I HEREBY CONFIRM THAT NONE OF THE ABOVE APPLY TO MY PROPOSAL	<input type="checkbox"/>

RESEARCH INVOLVING DEVELOPING COUNTRIES	YES
<i>Does the proposed research involve the use of local resources (genetic, animal, plant, etc.)?</i>	<input type="checkbox"/>
<i>Is the proposed research of benefit to local communities (e.g. capacity building, access to healthcare, education)?</i>	<input type="checkbox"/>
I HEREBY CONFIRM THAT NONE OF THE ABOVE APPLY TO MY PROPOSAL	<input type="checkbox"/>

DUAL USE	YES
<i>Does the proposed research have direct military use?</i>	<input type="checkbox"/>
<i>Does the proposed research have potential for terrorist abuse?</i>	<input type="checkbox"/>
I HEREBY CONFIRM THAT NONE OF THE ABOVE APPLY TO MY PROPOSAL	<input type="checkbox"/>

THIRD COUNTRIES	YES
<i>Is it planned to import any material – including personal data - from non-EU countries into the EU?</i>	<input type="checkbox"/>
<i>Is it planned to export any material – including personal data - from the EU to non-EU countries?</i>	<input type="checkbox"/>
I HEREBY CONFIRM THAT NONE OF THE ABOVE APPLY TO MY PROPOSAL	<input type="checkbox"/>

ENVIRONMENT, HEALTH AND SAFETY	YES
<i>Does your research involve the use of elements that may cause harm to the environment, to animals or plants?</i>	<input type="checkbox"/>
<i>Does your research deal with endangered fauna and/or flora /protected areas?</i>	<input type="checkbox"/>
<i>Does your research involve the use of elements that may cause harm to humans, including research staff?</i>	<input type="checkbox"/>
I HEREBY CONFIRM THAT NONE OF THE ABOVE APPLY TO MY PROPOSAL	<input type="checkbox"/>

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