

# Research Grant Regulations



Regulations reference number: RG20140212

## General

1. FEMS Research Grants are meant to enhance European microbiological research by assisting early career scientists in pursuing research at a host laboratory.
2. FEMS Research Grants foster mobility of researchers mainly within the European area. Research visits conducted with a FEMS Research Grant have to take place in a European country other than the fellow's country of residency in Europe or in a country which has a FEMS member society. A limited number of grants can be allocated yearly, at the Grants Board's discretion, for research in prestigious labs outside Europe.
3. FEMS Research Grants are short-term fellowships, one to three months in duration.
4. The deadlines for the submission of applications are 1 December and 15 June at 12.00 CET. Research periods can start six weeks after each deadline.

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## Applicants

5. FEMS Research Grants are aimed at early career scientists working in Europe. The applicant should:
  - be a microbiologist active in research,
  - have either:
    - obtained his / her highest academic degree (Bachelor, Master or PhD) less than five years prior to the application deadline date or
    - be a PhD student,
  - be a resident in a European country or a country that has a FEMS member society,
  - be a member of a FEMS member society for at least one full year directly preceding the application deadline.
6. A FEMS Research Grant covers travel (at economy rates) and living costs for the grantee to a maximum of EUR 4000 in total per person (no financial assistance for the host - e.g. bench fees).
7. An early career scientist can receive a FEMS Research Grant no more than two times and not more than EUR 4000 in total.



## Application procedure

8. The applicant must complete the application in the FEMS grants online system and upload the following documents:
  - *Curriculum vitae* including a list of publications
  - Copy of certificate of the highest academic degree obtained or a confirmation of PhD student status from the home university or institution
  - Letter of reference
  - Letter of acceptance from the host laboratory
  - Research project proposal written by the applicant: title, objectives, research plan or strategy, anticipated outcome, and literature references (ca 500-1000 words or 2 pages maximum)
  - Official passport photograph of applicant (less than 1MB in size)

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The FEMS grants online system will acknowledge whether the application has been successfully submitted.

9. The FEMS Delegate of the applicant's FEMS member society should check the accuracy of the application data and endorse it through the FEMS grants online system. In case of more than one application, the FEMS Delegate is required to make a suggestion for ranking the applicants.
10. Questions relating to the application procedure can be addressed to the FEMS Grants Administrator.

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## Review

11. The FEMS Grants Board will review the applications and propose allocation of Research Grants based on:
  - the quality of the proposed research project
  - the available budget
12. The FEMS Grants Board will make the final decision and inform the FEMS Executive Committee.
13. The decisions will be communicated to all the applicants latest six weeks after the application deadline date. The FEMS Delegate of the applicant's member society will also be informed.
14. Necessary grant handling documents (FEMS Claim Form and Report Form) will be made available for grantees through the FEMS grants online system.

## Obligations of the Grantee

15. The FEMS Research Grantee should complete and send a hand signed hard copy Claim Form to the FEMS Central Office for payment.
16. The FEMS Research Grantee is allowed to postpone the starting date of the fellowship by a maximum of six months under the condition that he / she informs the FEMS Grants Administrator latest one month prior to the planned starting date.
17. Shortening or extending the fellowship period must be reported to the FEMS Grants Administrator and may result in reducing the grant amount (but never in increasing it).
18. The FEMS Research Grantee is responsible for his /her own insurance. FEMS is not responsible for any injury or ill effect suffered by the grantee in connections with his / her research. It is the responsibility of the grantee to ensure that he / she is covered by the relevant personal insurance policies of the host laboratory or by his / her own insurance. The grantee has to report any laboratory accident to FEMS.
19. The FEMS Research Grantee accepts to become a FEMS Affiliate.
20. The FEMS Research Grantee is encouraged to publish his / her work in one of the FEMS journals.
21. Non-compliance with FEMS Research Grant regulations may result in the cancellation of the grant and in a refunding request.



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## Report

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22. The FEMS Research Grantee should prepare a report with the host supervisor and to upload it in the FEMS grants online system (in pdf. format). The report, signed by the grantee and the host supervisor, is due within three months after completing the fellowship.

## Notes

- a. FEMS in collaboration with the European Society of Clinical Microbiology and Infectious Diseases (ESCMID), will select one applicant from the December round (point 4 above) for a joint FEMS-ESCMID Research Fellowship. Upon approval by ESCMID, this grantee will be awarded an additional EUR 1000 and her/his award will be publicly announced.
- b. The FEMS Research Grantee is requested to acknowledge the support he / she has received from FEMS in his / her publications of work supported by the grant.
- c. These regulations come in force on 1 April 2014 for the duration of one year.

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