

## Part B-2

*The text in each section is provided only as guidance and should be deleted in the final application (including this text). However, some of the tables are part of the document format and should be used and expanded from the ones provided here.*

*When in doubt, always consult the official template and programme guide!*

### **4 CV of the researcher (indicative length: 5 pages)**

Any information provided in Parts A and B of the proposal should be fully consistent. Always mention full dates (using format: dd/mm/yyyy). The CV should include the standard academic and research record. Any research career gaps and/or unconventional paths should be clearly explained.

At a minimum, the CV should contain:

- a) The name of the researcher;
- b) Professional experience (most recent first, with exact dates in format dd/mm/yyyy);
- c) Education, including PhD award date (most recent first, with exact dates in format: dd/mm/yyyy).

The CV should include information on:

- Publications in peer-reviewed scientific journals, peer-reviewed conference proceedings, and/or monographs (they are expected to be open access either published or through repositories) and other outputs such as data, software, algorithms significant for your research path (they are expected to be open access in appropriate repositories to the extent possible; they should be accompanied by a very short qualitative assessment of their scientific significance and not by the Journal Impact Factor);
- Invited presentations to internationally established conferences and/or international advanced schools;
- Organisation of international conferences, including membership in the steering and/or programme committee;
- Research expeditions led by the researcher;
- Granted patent(s);
- Examples of participation in industrial innovation;
- Prizes and Awards;
- Funding received so far;
- Supervising and mentoring activities;
- Other items of interest.

Applicants who have successfully defended their doctoral thesis *before* the call deadline but who have not yet formally been awarded the doctoral degree must clearly indicate the date of the successful PhD defence (“viva”). Researchers having their last thesis defence after the call deadline will be automatically declared ineligible for this call.

## 4.1 Template CV

This template is only added to showcase the commands used to create the CV. As stated above, there is no mandatory format and these commands are mainly added as inspiration.

### Education

**DD/MM/YYYY** **Ph.D. in Aerospace Engineering**, *University Name*, Location.

**DD/MM/YYYY**

**Title:** Title of my Ph.D.

**Advisor:** John Doe.

### Work Experience

**DD/MM/YYYY** **Job Title**, *Company / University*, Location.

**DD/MM/YYYY**

**Description:** Job description in short.

### Publications

**DD/MM/YYYY** John Doe, Jane Doe, *Title of Paper*, Journal Name, Vol. XX, pp. XX–XX.

**Description:** Main findings of the paper.

**URL:** DOI or arXiv URL.

## 5 Capacity of the Participating Organisation(s)

Please provide an overview list of all participating organisations (the beneficiary and, where applicable, all associated partners) using template table 5.1 below, and more detailed information for each of the participating organisations (using a separate table for each organisation) using template table 5.2 below.

Any inter-relationship between the participating organisation(s) or individuals and other entities/persons appearing (e.g. family ties, shared premises or facilities, joint ownership, financial interest, overlapping staff or directors, etc.) must be declared in the proposal.

Applicants should provide additional information regarding the administrative/legal relations between the department carrying out the work as described in the table below, and the entity/entities mentioned in Part A of the proposal (i.e. linked to the given Participant Identification Code — PIC).

Should the proposal be shortlisted for funding, all participating organisations will have to be registered with the European Commission's [Participant Register Services](#). Therefore where this information is [already known](#), please provide in Table 5.1 the (draft or validated) nine digit *Participant Identification Code* (PIC) for the beneficiary and, where applicable, each associated partner.

### 5.1 Template table: Overview of Participating Organisations

Only relevant rows from the table should be kept.

| Organisation Role  | PIC | Legal Entity Short Name | Academic Organisation (Y/N) | Country | Name of Supervisor |
|--|-----|-------------------------|-----------------------------|---------|--------------------|
| Beneficiary  |     |                         |                             |         |                    |
| Associated partner linked to a beneficiary (if applicable) |     |                         |                             |         |                    |
| Associated partner for outgoing phase (mandatory for GF)   |     |                         |                             |         |                    |
| Associated partner for secondment (optional)               |     |                         |                             |         |                    |
| Associated partner for non-academic placement (optional)   |     |                         |                             |         |                    |
| Other  |     |                         |                             |         |                    |

## 5.2 Template table: Capacity of the Participating Organisations

Please complete a separate table for each participating organisation. For the beneficiary, this table should be *maximum 1 page in length*; for each associated partner, the table should be *maximum ½ page in length*. Choose one of

- Beneficiary (compulsory).
- Associated partner linked to a beneficiary (if applicable)
- Associated partner for outgoing phase (compulsory for GF only)
- Associated partner for secondment (optional)
- Associated partner for non-academic placement (optional)

|  |  |
|--|--|
| <b>[Role]</b>  |  |
| <b>[Full name + Legal Entity Short Name + Country]</b>   |  |
| <b>General description</b>   |  |
| <b>Role and profile of supervisor</b>  |  |
| <b>Key research facilities, infrastructure and equipment</b>   | <p><i>Demonstrate that the beneficiary has sufficient facilities and infrastructure to host and/or offer a suitable environment for training and transfer of knowledge to the recruited experienced researcher.</i></p> <p><i>If applicable, indicate the name of the associated partner linked to a beneficiary and describe the nature of the link in the corresponding table.</i></p> |
| <b>Previous and current involvement in EU-funded research and training programmes/actions/projects</b> | <p><i>Indicate up to 5 relevant EU, national or international research and training actions/projects in which the institution/department has previously participated and/or is currently participating.</i></p>  |

## 6 Additional ethics information

Additional information that could not be included in Part A of the proposal (if needed).

## 7 Additional information on security screening

Additional information on security aspects that could not be included in Part A of the proposal (if needed).

## 8 Environmental considerations in light of MSCA Green Charter

Please explain how the proposed project would strive to adhere to the MSCA Green Charter<sup>1</sup> during its implementation. Please indicate here – max 1/2 page – what actions you propose to take to ensure the sustainable implementation of project and to mitigate its environmental impact, in line with the principles set out in the MSCA Green Charter.

## 9 Required for Global Fellowships only: Letter(s) of commitment from associated partners (hosting of the outgoing phase)

Use this section to add scanned copies of the letter(s) of commitment, if applicable.

Minimum requirements:

- With heading or stamp from the institution;
- Up-to-date document, i.e. not dated prior to the call publication;
- Demonstrating the will to actively participate in the (identified) proposal;
- Explanation of the precise role.

Any additional information the organisation deems useful can be added in the letter.

Note that the expert evaluators will be instructed to disregard the contribution of any associated partners for which no such evidence of commitment is submitted.

In case the letter fails to provide enough information on the associated partner's role and/or enough assurance of their commitment in the project (e.g. no signature, wrong proposal references, outdated letter...), the experts may penalise the proposal on these aspects under the implementation evaluation criterion.

For GF proposals *the absence of a letter of commitment will render the proposal inadmissible and the proposal will not be evaluated.*

### Non-binding example of template letter of commitment for PF associated partners

I undersigned *[title, first name and surname]*, in my quality of *[role in the organisation]* in *[name of the organisation]* commit to set up all necessary provisions to participate as associated partner in the proposal *[proposal number and/or acronym]* submitted to the call HE-MSCA-2024-PF, should the proposal be funded.

On behalf of *[name of the organisation]*, I also confirm that we will participate and contribute to the research, innovation and training activities as planned in this project. In particular, *[name of the organisation]* will be involved in *[free field for any additional information that the participating organisation wishes to indicate in order to describe its role and contribution to the project]*.

I hereby declare that I am entitled to commit into this process the entity I represent.

*Name, Date, Signature*

<sup>1</sup>MSCA Green Charter [https://ec.europa.eu/msca/green\\_charter](https://ec.europa.eu/msca/green_charter).