

Letter of Support from the Host Institute

Appendix 5 to the Terms and Conditions of the PASIFIC
Call 2



This project has received funding from the European Union's Horizon 2020 research and innovation programme under the Maria Skłodowska-Curie grant agreement No 847639.

Maria Skłodowska-Curie Actions

LETTER OF SUPPORT FROM THE HOST INSTITUTE¹

.....
(name of the Institute, address of the registered seat)

Proposal's Acronym::

Applicant's full name:

Having reviewed the aforementioned Proposal, if it will be accepted for funding, the Host Institute declares as follows:

Article 1

The Host Institute declares to conclude a fixed-term, full-time employment contract with (Applicant's full name) for the entire duration of the Fellowship, funded within the PASIFIC Call 2.

Article 2

If the Fellowship is funded, the Host Institute commits to:

- 1) include the planned research activities carried out during the Fellowship in the action-based financial plan of the unit;
- 2) supervise the implementation of the Fellowship and monitoring if the funds are spent in a correct and justified manner;
- 3) provide the Applicants with resources necessary for the implementation of their research, including office/laboratory infrastructure and research equipment;
- 4) assign to the Applicant the Supervisor in the person of, responsible for scientific support to the project and facilitating Applicant's contacts with the local scientific community;
- 5) assign to the Applicant a Supporting Supervisor² in the person of
- 6) assign to the Applicant a research buddy, who will familiarize the Applicant with the research environment of the Host Institute and its rules and procedures;
- 7) provide administrative and financial support during the Fellowship, including support related to the arrival and stay of the Applicant in Poland, and appoint an employee responsible for its coordination;
- 8) organise, during the Fellowship, a Secondment at the following organisation:³;
- 9) enable the Applicant to decide on the allocation of 20% of indirect costs of the project;
- 10) support the Applicant in obtaining the required approvals, opinions, permits or authorisations⁴;

¹ Letter of Support should be prepared on letterheaded paper of the Host Institute.

² Applies only to interdisciplinary projects, if the Supporting Supervisor indicated in the proposal is employed at the Host Institute. If this paragraph does not apply to the given proposal, it should be crossed out, but not removed.

³ If such a secondment was foreseen in the Proposal. If this paragraph does not apply to the given proposal, it should be crossed out, but not removed.

⁴ If research carried out as a part of the Fellowship requires formal certification that ethical standards are met during its conduct.

- 11) respect the principles laid down in the “European Charter for Researchers” and the “Code of Conduct for the Recruitment of Researchers”⁵;
- 12) apply for the “HR Excellence in Research” logo awarded by the European Commission no later than one year after concluding the Fellowship Agreement.⁶

Article 3

Should no funding be awarded from the PASIFIC Call 2, this letter of support will not entail any obligations for the Host Institute.

Article 4

The Host Institute declares that:

1. The Applicant meets the criteria set out in paragraph 2.2. of the PASIFIC Call 2 Terms and Conditions, i.e.:
 - a. holds a doctoral degree within the meaning of the law of the country in which the degree was awarded or has at least 4-years of full-time research experience after having obtained a degree entitling to embark on a doctoral programme;
 - b. has not been living, working or studying in the territory of the Republic of Poland, hereinafter referred to as Poland, for more than 12 months out of the 3-years prior to the Call deadline;
 - c. is not employed under an employment contract at the Institute indicated in the Proposal as the Host Institute.
2. The Supervisor indicated in Article 2.4. and the Supporting Supervisor, if indicated in Article 2.5.:
 - a. meet the criteria set out in paragraph 6.2. of the PASIFIC Call 2 Terms and Conditions, i.e. the Supervisor must hold at least a doctoral degree and be employed at the Host Institute under an employment contract, a fixed-term employment contract for at least 33 months, including the full period of the Applicant’s Fellowship, or based on a nomination; and, in the case of the International Institute for Molecular and Cell Biology, upon a fixed-term employment contract, pursuant to Article 16 sec. 1 of the Act of 26 June 1997 on the International Institute of Molecular and Cell Biology in Warsaw (Journal of Laws of 2020, item 982).
 - b. are familiar with the obligations arising from participation in the Fellowship implementation and commit that, if the Applicant receives funding from the PASIFIC Call 2 Programme, they will perform the roles assigned to them in the Letter.

Letter of support was signed (place, date):

Signed on behalf of the Host Institute by:

Name and Surname:

Position:

Type of document authorising to represent the Institute (does not apply to the Director of the Institute):

.....

.....

*(legible signature of the Director of the Institute or the person authorised to represent the Institute)**

*If the document is signed by another person authorised to represent the Host Institute, the Letter should be accompanied by a document confirming that person’s authorisation to represent the Host Institute.

⁵ Commission Recommendation of 11 March 2005 on the European Charter for Researchers and on a Code of Conduct for the Recruitment of Researchers.

⁶ If the Institute already possesses logo “HR Excellence in Research”, awarded by European Commission - <https://euraxess.ec.europa.eu/jobs/hrs4r> this paragraph should be crossed out, but not removed.



POLISH ACADEMY OF SCIENCES



PASIFIC

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