



HUMAN FRONTIER SCIENCE PROGRAM

Career Development Award
Application guidelines

AWARD YEAR 2008

12 quai Saint-Jean
BP 10034
67080 STRASBOURG Cedex – FRANCE
Tel: +33 3 88 21 51 34 Fax: +33 3 88 32 88 97
E-mail: fellow@hfsp.org - Web site: <http://www.hfsp.org>

Application submission: <http://extranet.hfsp.org/>

APPLICATION GUIDELINES FOR HFSP CAREER DEVELOPMENT AWARD

These guidelines are intended to assist those who wish to apply for a **Career Development Award (CDA)** of the Human Frontier Science Program Organization (HFSP/O) that will be awarded in April 2008.

The closing date for applications is 8 November 2007 (at 16:00 Strasbourg time).

I. THE HUMAN FRONTIER SCIENCE PROGRAM

The Human Frontier Science Program (HFSP) supports basic research focused on **elucidation of the complex mechanisms of living organisms**. Emphasis is placed on **novel, innovative, and interdisciplinary** approaches to basic research in the life sciences that involve scientific exchanges across national boundaries. In particular, HFSP encourages research into biological problems with the involvement of other disciplines such as chemistry, physics, mathematics, computer science and engineering because significant new ideas, techniques and discoveries often arise at the boundaries between disciplines. The scope of HFSP funding ranges from biological functions at the genetic, molecular and cellular level up to biological systems including higher cognitive functions. It does not extend to the level of populations or ecosystems. Within this broad area, all levels of analysis are supported, from studies on genes and individual molecules, intracellular networks, intercellular associations in tissues and organs, to networks underlying complex functions of entire organisms. All scientific inquiries of a fundamental character will be supported including research in methodology. However, projects that involve only large-scale, systematic genome mapping, proteomics analyses or applied research (e.g. clinical) are not eligible to receive HFSP funding. Similarly HFSP does not support projects aimed specifically at developing methods of treatment and diagnosis. Studies related to disease are only considered if they allow new insights into fundamental biological mechanisms. Proposals directly concerned with agricultural or environmental problems such as crop yield or bioremediation are ineligible.

THE CAREER DEVELOPMENT AWARD

The specific objective of the CDA is to encourage former HFSP fellows to return to their home country to initiate an original research program in their own laboratories as independent researchers. **Candidates are furthermore encouraged to select research institutions for their CDA that are different from their PhD institutes to facilitate their scientific independence.**

Applicants for the CDA are expected to propose a coherent research program that is innovative and has a cross-disciplinary character. Preliminary results are not required. The three year award aims to provide initial support during a critical period of career development. The program is designed to encourage host institutions to contribute additional resources in support of the awardees and their research.

II. ELIGIBILITY FOR APPLICATION

Applicants for a Career Development Award must meet the following conditions:

- (1) **They must be (former) HFSP Long-Term/Cross-disciplinary fellows who received the Fellowship in award years 2001 to 2005.**
- (2) **They must have completed at least 2 full years of their HFSP Fellowship at the start of the CDA.**
- (3) **They must be within two years after completion of their HFSP Fellowship at the time of application.** Special consideration will be given to applicants from award year 2001 onwards who are beyond the two-year limit if they had to interrupt their scientific career since termination of their fellowship. Only exceptional circumstances of a personal, non-professional nature such as maternity leave, child care, military service or illness are accepted. Please contact the Fellowship Office prior to submitting your application if you are claiming a personal exemption. However, a personal exemption does not confer an advantage in the selection procedure.

- (4) **They cannot apply to stay in the host country of their HFSP Fellowship and must be returning to their home country**, defined as the country of which they are a national, except in the following cases:
- Candidates may apply for a CDA to work in the spouse's home country, but not if this country is the same as that in which the HFSP Fellowship (or initial period of fellowship) has been/is being performed.
 - For individuals with dual nationalities, the CDA can be taken up in either country, but not if this country is the same as that in which the HFSP Fellowship (or initial period of fellowship) has been/is being performed.
- (5) **For those going to institutions that are classified as extraterritorial** such as the EMBL/EMBL Outstations, the ICPT or the ICGEB (Italy) the country in which the laboratory is located will be taken into account.
- (6) **They must either be in the process of obtaining or already hold a paid position in the home country** in which they will be able to pursue independent research. The hiring institution must provide a written assurance to this effect before an award can be made (see Section III.3).

III. TENURE AND BENEFITS OF THE CAREER DEVELOPMENT AWARD

- (1) Awardees may begin the CDA on 1 April 2008 at the earliest and not later than 1 March 2009. The CDA cannot start before termination of the HFSP Fellowship.
- (2) The Career Development Award provides support for three years; no renewal is possible.
- (3) Before the CDA award can be made a written confirmation by the host institution (e.g. dean or head of department) should be provided in support of the applicant stating that:
- **The candidate will hold a salaried position** at a governmental, educational, or not-for-profit research institution, including information on the type of post, the duration of the appointment, the salary and research funds committed to the candidate.
 - The host institution will provide sufficient infrastructure and access to core facilities for the awardee to carry out the research program linked to the award.
 - The awardee will be considered an independent young researcher having full control of the HFSP funds and enough time to carry out the research project.

The confirmation letter should arrive by 16 November 2007 at the latest (see section V. Application procedure). In cases where the candidate has not been offered a position at the time of application, this document must be provided before the CDA begins.

- (4) CDA Awardees may submit applications for HFSP Research Grants and can be awarded both the CDA and the Research Grant concurrently. Current or former CDA awardees can also act as principle investigators in HFSP Research Grants irrespective of the location of their laboratories as long as the team of applicants includes at least one co-applicant located in an HFSP member country. CDA awardees can also apply for and receive HFSP Short-Term Fellowships during the award period.
- (5) Prior approval from the HFSP is required for a transfer to another institution or a change in research topic. Requests must be made directly to the [HFSP Fellowship Office](#).
- (6) HFSP must also be informed if an awardee terminates the CDA earlier than scheduled.

IV. PROVISIONS OF AWARD

- (1) The total amount of the Career Development Award is 300,000 USD for 3 years.

- (2) **The initiation of the CDA is contingent upon the fact that the awardee is a paid employee of the host institution.** Therefore, awardees may use only a limited amount of the CDA budget to supplement their own salary and to cover the costs of health insurance premiums.

Individual salary support is restricted to not more than 30,000 USD in the first year, 20,000 USD in the second and 10,000 USD in the final year of award. Awardees may **supplement** their salary within the above limits using CDA funds to maintain it at a level that is comparable to similar categories in the institution.

- (3) In general, CDA funds will be used to support salaries of research personnel (technicians, postdocs and students) and for equipment, supplies and conference participation/travel.
- (4) **Indirect costs, i.e. institutional overheads are limited to 10% of the total amount of CDA funds spent annually for research/travel costs.**
- (5) At the end of each year of support, awardees must submit a scientific and a financial report of their research. Support will be continued only if the reports arrive in due time.
- (6) The Organization may require reimbursement of all or a part of the award if ineligible expenses or false accounting statements have been provided or if scientific or financial reports are not submitted.
- (7) CDA awardees are encouraged to attend the HFSP Annual Awardees Meetings in each year of their award.

V. APPLICATION PROCEDURE

- (1) CDA applications are accepted once a year. Candidates must register for a password and submit their applications electronically through the application portal of the HFSP website at <http://extranet.hfsp.org/>. Passwords from previous competitions (Fellowships or CDA) are not active anymore!
- (2) **Two letters of recommendation, that are part of the application,** must be supplied by independent referees who will also receive a password for online submission. Before submitting their electronic application form, candidates should also upload a PDF file of each publication, published, in press or accepted, resulting from the HFSP Fellowship.
- (3) **The deadline for submitting an application for award year 2008 is 8 November 2007 at 16:00 Strasbourg time.**
- (4) **The letter confirming the candidate's appointment at the institution where the CDA will be carried out must arrive (if available at the time of application) by 16 November 2007 at the latest.** For applicants who have not yet been offered a position in an institution in the home country, this document must be provided before the start of the CDA.

Please send the letter to: **HFSP (CDA)**
12 quai Saint-Jean
BP 10034
67080 Strasbourg Cedex
France

- (5) **Publication update**

Candidates may inform the HFSP about any article published, accepted for publication or submitted after the submission deadline via the address <http://www.hfsp.org/how/UpPubList.php?type=CDA>. Deadline for informing us of any change in your publication list is **1 February 2008**.

- (6) **Change of address notification**

Please notify the [HFSP Fellowship Office](#) promptly of any change in your address or email after submission of your application.

VI. REVIEW OF APPLICATIONS

Applications will initially be screened for eligibility by the Secretariat and will then be evaluated by the HFSP Council of Scientists and outside mail reviewers. Any application that does not meet key requirements given in these guidelines will not be sent for review and the applicant will be informed shortly after the submission deadline.

Eligible applications will be evaluated based on the following criteria:

- The accomplishments and potential of the applicant relative to previous and current opportunities in terms of career stage and field of research.
- The achievements of the candidate notably during the tenure of the HFSP Fellowship together with his/her professional goals and plans for continuing international collaboration.
- The scientific originality and excellence of the proposed research program.

Applicants will receive written notification regarding the outcome of their applications at the beginning of April 2008. Approximately 15 Career Development Awards are provisioned for this round of applications.

Applicants that were rejected will receive a notification together with a short description summarizing the written evaluations by the members of the Council and the mail reviewers.

VII. PUBLICATION AND INTELLECTUAL PROPERTY RIGHTS

- (1) Results of research funded by the HFSP must be published promptly in internationally recognized scientific journals and not delayed for more than forty-five days for commercial reasons or any other reasons unconnected with its agreed scientific accuracy and presentation. **An acknowledgement of support by "The International Human Frontier Science Program Organization"** must be included in any publication resulting from work carried out under the Career Development Award.
- (2) The assignment of intellectual and industrial property rights generated from research conducted under the HFSP will be determined by the parties concerned (researchers, their research organizations or institutions) on a case-by-case basis. The Organization will not assert any claim to the intellectual and industrial property rights but, **prior to the actual payment of research funds, appropriate arrangements regarding the intellectual and industrial property rights must be made by the parties concerned and communicated to the Organization**. Such arrangements may comprise: provisions about diffusion of information such as disclosure and methods of publication, and provisions regarding ownership and exploitation of the results arising from the research activities conducted under the HFSP award.

The HFSP will not become involved in any disputes that may arise over intellectual property rights in respect of research conducted under the Program.

VIII. BIOETHICAL CONSIDERATIONS

The highest ethical standards must be observed in research funded by the HFSP. Where applications for support raise significant bioethical issues, these will be considered by the Organization having regard, *inter alia*, to the provisions and practices of the particular country where research is to be conducted, and to relevant international practice.

IX. OTHER INFORMATION AND CONDITIONS OF AWARD

The Organization will assume no responsibility for any damage or injury to awardees in connection with research conducted under the HFSP Career Development Award. In accepting a CDA from the HFSP, awardees release the HFSP of all liability for any damage or injuries which may occur while carrying out the funded research project.