

EMBL CPP Fellowships for Scientific Visitors

Guidelines



1. Background

Training the next generation of scientists is one of EMBL's key missions. The EMBL Scientific Visitor Programme enables excellent young researchers from EMBL member states and beyond to access the state-of-the-art technology platforms and research facilities at EMBL's six sites. Visitors carry out short- to medium-term experimental projects in the collaborative scientific atmosphere of the laboratory. They receive first-class training and logistical and organisational support both before and during their stay.

Founded in 2009, the [Corporate Partnership Programme](#) connects interested organisations with the latest developments in the molecular life sciences and with the world's leading molecular biology researchers. The CPP is designed to create and enhance long-term, effective relationships between EMBL and top-class corporate partners. It provides opportunities for partners to draw on EMBL's excellent track record of collaboration with industry for the co-development of training, products, and services, as well as in the broader sector of technology transfer. Thanks to the generous support of its corporate partners, EMBL can bring talented young scientists to its world-class scientific gatherings, where they contribute to and participate in advanced scientific training. Through this Programme, EMBL and its corporate partners support the development and promotion of innovative and groundbreaking scientific events in Europe.

2. CPP Fellowships for Scientific Visitors

The CPP Fellowships for Scientific Visitors will support the collaboration of young external researchers and EMBL groups by offering financial support of up to €2,000 per applicant. These fellowships are designed to enable the mobility of excellent young researchers so they can access EMBL's sites. Preference will be given to cases that support cross-border mobility. Several fellowships will be awarded each year for researchers to visit EMBL, with an expected visit duration from four weeks up to six months. Funding is provided for travel to EMBL (with defined travel caps) and accommodation (in an EMBL guesthouse, if available; otherwise, support for rental costs will be considered – see Section 4.2 for details), up to the maximum amount per applicant.

3. Application and selection

3.1. Eligibility

PhD students and Postdoctoral Fellows are eligible to apply for these fellowships. There are no restrictions on age, gender, scientific background, or country of origin. Scientists from EMBL member states¹ are invited to apply for fellowships as well as scientists from non-member states. In cases of similar financial need, member state applicants will be given preference. Each candidate can only be awarded once with a CPP Scientific Visitors Fellowship.

3.2. Application process

Applications must be developed based on mutual agreement with an EMBL group or team leader acting as a local host. A confirmation e-mail from the host at EMBL must be submitted. Applications must include a project description, the applicant's current CV stating their research experience, and a support letter from their supervisor at their home institute.

To submit your application, please download the CPP Fellowship application form and send the completed document, including your CV, to the Scientific Visitor Programme (vp@embl.org).

3.3. Timeline

Applications can be submitted for deadlines set every three months (31 March, 30 June, 30 September and 31 December).

3.4. Evaluation process

We recommend that researchers start their visit not later than six months after the selection of their project. It is important to allow sufficient time for making the necessary arrangements for the visit, including visa, accommodation, etc.

Every three months, a selection committee of EMBL scientists will select scientific visitors who can benefit from CPP funding. Selection will be based on need as well as on scientific excellence of the proposed project, applying transparent criteria for the selection of the

¹ For EMBL Member States, please refer to: <https://www.embl.org/about/member-states/>

best candidates. Aspects to be considered include the need for specific technology available at EMBL and the chance of sharing the skills gained at the home institute.

The Scientific Visitor Programme will inform both successful and unsuccessful applicants of the outcome by email.

4. Administration of the fellowships

4.1. Pre-award process

Once a fellowship has been granted, the researcher must inform the Scientific Visitor Programme when they intend to undertake their visit. The start should ideally be within six months of the award of the fellowship. It is the researcher's responsibility to gain the appropriate approvals from their home institute before undertaking the research visit to EMBL. The Scientific Visitor Programme will assist the researcher in the organisation of travel, accommodation, and the provision of visa-related documentation. Please note that a visiting predoctoral fellow will not be a member of the EMBL PhD Programme and EMBL takes no responsibility for any academic aspects of their predoctoral studies.

This fellowship cannot be combined with any other fellowship. On acceptance of funding through the CPP Fellowship for Scientific Visitors, applicants must confirm in writing that they are not receiving any additional funding for the same project. Repeat funding for continuous research work undertaken previously in the same laboratory at EMBL is excluded.

4.2. Budget

4.2.1. Travel costs

The researcher's travel costs will be paid by EMBL according to defined travel caps based on the researcher's home institute country. Individual travel costs should not exceed the following limits: travel within the host country of an EMBL site, €250; Europe, €450; East Coast USA & Canada, China, Israel, €1,250; West Coast USA & Canada, €1,500; rest of the world, €2,000. The costs of the researcher's travel to EMBL will be covered by EMBL at a rate not exceeding that of the most economic, reasonable, and rational means of transport. The researcher's travel costs will be reimbursed by EMBL. The researcher must therefore provide their original travel receipts to the Scientific Visitor Programme for reimbursement.

4.2.2. Accommodation costs

EMBL will cover accommodation costs, taking local and EMBL site-specific circumstances into account. Please contact the Scientific Visitor Programme (vp@embl.org) for further information. The grants cannot be used to pay for consumables, overheads, or salary costs during the visit.

4.3. Visiting status

During the visit, the researcher will be required to officially register as a visitor at EMBL. The [visitor category](#) will be determined according to the EMBL Scientific Visitor Programme procedures. The Scientific Visitor Programme will assist researchers in registering as a visitor at EMBL and will issue a Letter of Agreement for the duration of the visit. The researcher is responsible for completing the necessary documentation and processes.

5. Conditions of the CPP fellowships

5.1. General conditions

The researcher will normally be enrolled or employed at their home institute for the duration of the visit. The researcher will abide by the relevant EMBL Rules and Regulations. They will be entitled to the relevant services and administrative support that is customary for visitors at EMBL.

5.2. Intellectual property

Matters relating to the exchange of knowledge and intellectual property that may arise from joint research projects will be regulated according to the standard policies that apply to visitors. All intellectual property matters are subject to the Staff Rules and Regulations and to instructions issued by the EMBL Director General. For more information, please refer to Section 1.4 of the Staff Rules and Regulations, which is on Intellectual Property, Publications and Financial Considerations.

5.3. Results and reporting

Depending on the case, visitors may be expected to present their work at an EMBL group or unit seminar. They will also be expected to participate in one of the regularly organised visitor flash talk sessions at EMBL to present their project.

A brief activity report must be submitted to the Scientific Visitor Programme at the end of the visit.

5.4. Communication and acknowledgement

Researchers must acknowledge the CPP fellowship in any publication, presentation, poster, or other work resulting from the visit, and must inform the [Scientific Visitor Programme](#) about this. The following written acknowledgement should be used: “This work is supported by an EMBL Corporate Partnership Programme Scientific Visitors Fellowship.”

Contact

If you have any questions, please don't hesitate to contact us.

[Scientific Visitor Programme](#), vp@embl.org

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