**Host Supervisor Acceptance Form**

**ERS Long-Term Research Fellowship (LTRF)**

The Host Supervisor Acceptance Form must be completed by the host supervisor. The host supervisor refers to the individual that will employ, supervise and train the fellow throughout the fellowship. The host institution should provide administrative support for all practicalities before, during and at the end of the fellowship (housing, safety induction, etc.). The information included in this form must precisely match the details provided in the online application.

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| Applicant’s name:       |
| Title of applicant’s proposed research project:       |
| Estimated start date: Click or tap to enter a date. |
| Estimated finish date: Click or tap to enter a date. |
| *The start date must fall between 1 August 2024 and 31 July 2025 with a duration ranging from 6 to 12 months max. (or 12 to 24 months for DZL centre applicants)* |

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| Host supervisor’s name:       |
| Name and country of host institute:       |

Candidates that continue to receive in part or in totality a monthly salary from their host institution during the ERS fellowship must report the figure of the exact monthly NET amount (salary after deductions, such as income taxes and social security, etc.) received in EURO:

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| [ ]  | No, I confirm that the applicant will not receive any form of income during the period of the ERS Long-Term Research Fellowship. |
| [ ]  | Yes, I confirm that the applicant will receive a monthly income during the period of the ERS Long-Term Research Fellowship of (please specify the NET amount in EURO after tax, social security, etc.):       |
|  | In this case, the candidate will also be requested to upload a salary confirmation letter from the host institution. The letter must be written on the institution’s letterhead and include the institution’s stamp, specifying the exact NET amount the candidate will receive in EURO per month.[ ]  I confirm that the host institution has provided a salary confirmation letter. |

The host supervisor is required to provide the applicant with his/her relevant publications related to the project proposal. These publications will be included in the online application.

[ ]  I confirm that the applicant has received a list of my publications.

Terms and conditions

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| [ ]  | I confirm that I have actively participated to the development of the project research description together with the applicant. I understand that a clear project description is essential for the evaluation of the application. |
| [ ]  | I have communicated with the candidate during the definition of the project research (face-to-face, phone call, web call, etc.) |
| [ ]  | I certify that the proposed project can be carried out successfully at this Host Institute in accordance with national and international guidelines on ethics, safety, animal experiment, hands-on restrictions, and any other regulation that may apply |
| [ ]  | I have reviewed the candidate’s CV and I am willing to host and supervise him/her. |
| [ ]  | I recommend the candidate and the proposed research project to receive support from the ERS LTRF. |
| [ ]  | I agree to provide all necessary material, facilities, and resources to complete the proposed research project, should the candidate be selected for funding. I understand that ERS does not provide “bench fees” or any other financial contribution to the operational costs of the research. |
| [ ]  | I certify that I will ensure the fulfilment of both practical and scientific aspects relevant throughout the Fellowship:* At the beginning/upon arrival at the Host Institute, responsibilities include availability of laboratory and office spaces; ability/facilities to conduct the project research; verification that health & safety issues are taken care of/handled; assist the fellowship recipient in various administrative matters (housing, opening of a bank account, taxes, insurance, school for children, etc.) and possibly designate an Administrative Supervisor in the Host Institute team who could guide/handle/solve those administrative-related matters; assist the Fellow in other aspects such as visa requirement, registration with the university, etc.
* During the implementation phase, provide support and supervision through regular meetings, evaluation, designation of a scientific mentor at the Institute, and provide the required ERS mid-term report.
* At close-out of the fellowship, provide the required ERS reporting (questionnaire and end of project reports).
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| [ ]  | To the extent that the receiving Institute is legally able, and in accordance with its policy, the results of any research involving the ERS fellowship recipient will be made freely available in the scientific literature and will not be kept undisclosed or delayed for non-scientific reasons.  |
| [ ]  | I understand that the ERS LTRF provides the recipient with a subsistence allowance to cover living costs and mobility expenses to the host institute. Therefore, the candidate and possible ERS fellowship recipient, is not an ERS employee, and that the ERS does not accept liability for the candidate/fellowship recipient actions, taxes, health, safety, or research expenditures. |
| [ ]  | I confirm, that as a Host Institute accepting an ERS fellowship recipient, the Institute accepts the responsibility of protecting both itself and the ERS fellowship recipient as appropriate to the local/country norms and legislations, and normal needs of a guest worker. |
| [ ]  | I certify that any publication or outcome related to the Fellowship at the Host Institute will acknowledge ERS support, such as “We acknowledge the financial support of the European Respiratory Society via a Long-Term Research Fellowship 2024”. |
| [ ]  | I certify that I have carefully read all provisions for the Host Supervisor in the “ERS Long-Term Research Fellowship Application Guidance 2024”. I understand those provisions and I agree to comply with them. |
| [ ]  | I certify that, to the best of my knowledge, these statements are true and complete. I understand that ERS reserves the right to cancel ERS Fellowships that have been awarded on incorrect information provided in the application, including this form. |

Please complete, sign and return this form with the required supporting documentation (if applicable) to the applicant. Candidates are required to submit the Host Supervisor Acceptance Form through the online application plateform.

Date: Click or tap to enter a date.

Host Supervisor Signature: