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**2025 MSE Application Form**

**How to proceed:**

Save this form using a standardized file name and complete all the sections:

2025-MSE\_ProjectACRONYM\_PI LastName\_PI FirstName

1. Proposals must be written in English with a fixed number of pages. Font Arial, size 11, single line spacing and 1.5 cm top/bottom/left/right margins must be used through the entire document. Proposals that do not follow his instructions will be rejected.
2. **Please remove this first page before turning the final document into a PDF-file. The final project proposal must start with the following page of this document.**

**Also don’t forget to:**

1. Create, submit and gather the approvals for your project using the online submission tool – ePAS: [Research Support](https://research.uni.lux/).
2. Complete the institutional validation form and send it together with your project proposal for institutional validation (deadline: 27 January 2025)

**Institutional validation deadline: 27 January 2025**

**Submission deadline: 3 February 2025 – 14h CET**

For further information please the webpage:

[Marie Speyer Excellence Grants - University of Luxembourg I Uni.lu](https://www.uni.lu/en/about/gender-equality/marie-speyer-grants/)

And/or contact contact the MSE team at: mariespeyer.grants@uni.lu

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**2025 MSE Application Form**

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| **ROJECT ACRONYM** |  |
| **PROJECT TITLE** |  |

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| --- |
| **Applicant (Principal Investigator, PI)** |
| **Last NAME, First Name:** |  |
| **Title, Position:** |  |
| **Type of contract (if CDD please enter end date)** |  |
| **Faculty or Interdisciplinary Centre:** |  |
| **Department:** |  |
| **Discipline:** |  |
| **E-mail:** |  |

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| --- |
| **Project**  |
| **Starting date**  |  |
| **Duration (months)** |  |
| **Budget (€)** |  |
| **CDD recruitments (PhD, postdoc, other)** |  |

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| --- |
| **2. Project Description** |
| **2.1 Abstract** *(max. 0.5 page)* |
|  |
| **2.2 State-of-the-art including your own relevant previous work** (max. 1 page) |
|  |
| **2.3 Project description and objectives** (max. 2 pages) |
|  |
| **3. Project plan** *(max 2 pages: 1 page of text and a Gantt chart on a second page)* |
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| **4. Project outcomes and follow-ups** *(max. 0.5 page)* |
|  |
| **5. References** *(max. 1 page, font can be 10)* |
|  |

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| **Legal and ethical requirements** *(max. 1 page)* |
| Are data protection issues expected? | Y/N |
| Are agreements or approval required? |  |
| Additional comments  |
|  |
| Are intellectual property right issues expected? | Y/N |
| Are agreements with partners required? |  |
| Additional comments  |
|  |
| Are ethical issues expected? | Y/N |
| Are agreements or approval required? |  |
| Additional comments  |
|  |

***Please complete the CV part of this form with information relevant to this application, max 5 pages.***

|  |
| --- |
| **Curriculum Vitae of the PI** |
| **Personal Information** |
| Full name of the candidate |  |
| Researcher unique identifier (ORCID, Research ID, ...) |  |
| Nationality |  |
| Current address |  |
| Website (if any) |  |
| Email address |  |
| Telephone number |  |
|  |
| **Education (starting from the most current)** |
| DD/MM/YY - DD/MM/YY: Unit/Department/Faculty/University/Country |
| … |
| **Professional experience (starting from the most current)** |
| DD/MM/YY - DD/MM/YY: Position - Department/Institution/Country |
| … |
| **Relevant Invited presentations/lectures (conferences, universities, etc.)** |
| Mention the title of the lecture, the conference/school and the year. |
| … |
| **Further dissemination** **(posters, oral communication, etc.)** |
| Mention the title, the type, the conference/event and the year. |
| … |
| **Research stays**  |
| Mention the hosting institution, country, period of stay, main purpose |
| … |
| **Organisation of national and/or international conferences** |
| Mention the date, event type & name/participant number/country. Explain your role. |
| … |
| **Major achievements** |
| Explain any significant achievement (e.g., science & innovation-related, business & society-related). |
| … |
| **Relevant Prizes and Awards** |
| DD/MM/YY: Award name & amount (if applicable)/Awarding authority/Country |
| … |
| **Funding record (past, current, pending)** |
| Describe the nature of the project, your role (Principal Investigator, partner etc.), the overall amount granted/applied for, and the funding agency. |
| … |
| **Supervision activities** |
| DD/MM/YY - DD/MM/YY: Department/Faculty/University/Country |
| … |
| **Teaching activities** |
| DD/MM/YY - DD/MM/YY: Department/Faculty/University/Country |
| … |
| **Outreach activities** |
| … |
| **Institutional responsibilities** |
| DD/MM/YY – DD/MM/YY: Describe the nature of the responsibility.Commissions of trust (e.g., advisory board in research projects, reviewer in scientific journals). |
| … |
| **Membership in scientific societies/networks/associations** |
| DD/MM/YYYY – DD/MM/YYYY: Mention the name of the Society/Networks |
| … |
| **Major collaborations** |
| Describe major international and national collaborators. |
| Name, Topic, Department/Institution/Country |
| … |
| **Publications (peer-reviewed journals & conference proceedings, monographs, books, book chapters, etc.)** |
| List your publications with most impact (in chronological order, most recent first). |
| … |