**MSE – INSTITUTIONAL VALIDATION CHECKLIST**

**To be filled by applicant:**

|  |  |
| --- | --- |
| **Project acronym** |  |
| **Project title** |  |
| **Name of the PI** |  |
| **PI’s Contract\*** | **CDI** | **CDD:** Start XX-XX-XXX > End XX-XX-XXXX |
| **PI has** [**ADR**](https://www.uni.lu/research-en/doctoral-education/become-a-supervisor/) | **YES** | **NO** |
| **Project Duration** |  | **Start Date** |  |
| **By ticking this box, I confirm that this application does not conflict with any other grant and will not result in double funding** |  |
| **By ticking this box, I certify that at the time of application, I have not had an allegation of bullying, harassment, and sexual harassment upheld against me for which there is a current disciplinary warning or sanction in place.** |  |
| **ePAS submitted** (<https://research.uni.lux>). | **Yes** | **No** | **If no, comments:** |
| **Suggested Reviewers***(Suggestion only, not binding. Suggested reviewers should not have a conflict of interests)* | **-****-****-** |
| **Verification carried out by Research Facilitator / Project Coordinator** | **Yes** | **No** | **Name:** |

\* The PI must have a valid contract at the time of application, start, and full duration of the project. If the current contract does not cover this period, please explain the contractual situation here to confirm the eligibility of the proposal:

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**MSE – INSTITUTIONAL VALIDATION CHECKLIST**

**To be validated by MSE Team\*:**

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| **Eligibility criteria** | **Validation** | **Comments** |
| The project is led by a woman who is a postdoctoral fellow, a research scientist, an assistant professor, or an associate professor at the Uni.lu |  |  |
| The PI has a valid contract with Uni.lu, at the application time. A valid contract with Uni.lu is mandatory for the full duration of the project. |  |  |
| For PIs in a CDD contract, the project end date must be within the PI’s 5-year term at Uni.lu. |  |  |
| All mandatory templates have been used. |  |  |
| The mandatory format is respected (Font Arial, size 11, single line spacing and 1.5 cm and top/bottom/left/right margins). |  |  |
| The different sections of the proposal are sufficiently filled out. |  |  |
| The budget is correct and admissible. |  |  |

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| **The proposal is eligible and can be submitted (please circle the answer).** |
| **Yes** | **Yes, with minor comments** | **No. There are issues to be addressed before submission** (see additional comments) |

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| **Additional comments:** |

|  |  |
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| **Project proposal check done by:** | **Date:** |

***\**** *Applications from SnT are validated by the entity’s project coordinator*