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**IVVN Early Career Researcher Fellowship Scheme Application Form**

**COMPLIANCE WITH DATA PROTECTION LAWS**

In accordance with Data Protection Laws, the personal data provided in this form will be processed by the University of Edinburgh, and may be held on a computerised database and/or manual files.

For the purposes of this form, "Data Protection Laws" shall include General Data Protection Regulation (EU) 2016/679, the UK Data Protection Act 2018 and, from the date on which the UK leaves the European Union, all legislation enacted in the UK in respect of the protection of personal data.

We are committed to protecting and respecting your privacy. Please read our privacy notice at the end of this Application Form (and also found on the IVVN website: (<https://www.intvetvaccnet.co.uk/catalyst-funding/privacy-statement>) which sets out the basis on which any personal data we collect from you and that you provide to us will be processed by us.

**How we will assess your application:**

Proposals will be assessed by an expert panel of senior independent academics and appropriate stakeholders including those from the IVVN Management Board in March 2025.

**Assessment criteria**

Applications to the call will be assessed with reference to the scope and aims of the IVVN ECR fellowship scheme and against the following assessment criteria:

#### Career development and research plans

Has the applicant provided evidence of:

Career development goals that align with the remit of the IVVN – the development of novel veterinary vaccines

Ability to conceive scientifically robust research concepts and ideas

Consideration of applicant’s research within or beyond the fields or area in veterinary vaccinology

has potential to advance current understanding, generate new knowledge, thinking or discovery within or beyond the field or area.

will impact world-leading research, society economy or the environment

Appreciation of the requirement in the current research environment for skills in a range of areas including leadership, communication and management

#### Support from i) the host institution

Is there evidence that:

* the host organisation will support the applicant (through a supporting letter)
* the applicant has considered how the fellowship scheme will contribute to the success of their work, in terms of suitability of the host organisation and strategic relevance to the project
* the host organisation will ensure time commitment to the fellowship is protected

 ***ii) external researcher***

Is there evidence that:

* There is support for, and recognition of the career potential of, the applicant from members of the scientific community external to the host institution (through supporting letter)

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| 1. **Applicant Details**
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| Name |  |
| Position held |  |
| Years since PhD (if not within 5 years of completion of PhD please provide justification for applying for the IVVN ECR fellowship). |  |
| Institution |  |
| Country of residence |  |
| Email address |  |
| Telephone number |  |

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| **2. Current area of research:** Please outline your current area of research and the veterinary vaccinology challenges that your future research will address (max. 600 words) |
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| **3. Future career goals:** Please define your near and longer term career goals (max. 300 words) |
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| **4. Continuing Professional Development**: Please detail how this training fellowship opportunity will contribute to your professional development in veterinary vaccinology (max 600 words). |
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| **5. What do you feel are the key challenges to progressing your career in veterinary vaccinology?** (max. 400 words) |
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| **6. Suggestions for content of the training fellowship:** We want to make the fellowship as relevant as possible to the participants. To accommodate this, a component of the scheme will be developed according to applicant feedback. Please provide details of up to three activities you consider useful to include in the event (max 200 words). |
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| **7. Have you applied for IVVN funding before?** |
| Yes | No |

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| **8. If Yes, please provide details:** |
| Title of project(s) |  |
| IVVN activity (e.g. pump prime award, laboratory exchange, travel bursary) |  |
| Was it funded? | Yes | No |

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| **9. Required additional documents – please confirm you have included the following documents with your application:** |
| Cover letter |  |
| Completed application form |  |
| Maximum two page CV  |  |
| One page publications list  |  |
| Letter of support head of organisation/institution  |  |
| Letter of support from external researcher |  |

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| **10. Reviewers – please inform us if you are aware of any reason why an IVVN Network Management Board member should not review this proposal (e.g., conflict of interest). The IVVN Network Management board list can be found here.**  |
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| **11. Signature and date from Applicant and Line Manager**  | **Date** |
| Applicant:  |  |
| Line Manager: |  |

**PRIVACY STATEMENT**

**Information about you: how we use it and with whom we share it**

The information you provide will be held and used by the University of Edinburgh (“the University”), through its International Veterinary Vaccinology Network (IVVN), to assess your application for funding, for processing any IVVN grant award that we may make to you and for payment, maintenance and post award administration of any IVVN grant award made to you.

The University is using this information about you because it is necessary as part of its assessment of your application for funding, for processing any IVVN grant award we may make to you, for payment, maintenance and post award administration of any IVVN grant award made to you and because you have given your consent to the use of your personal information by the University for this purpose.

Information about you will be shared with the Medical Research Council and the Biotechnology and Biological Sciences Research Council, who are co-funders of any awarded grant, and with members of the IVVN External Advisory Group, the IVVN Network Management Board and external reviewers all as part of the review process of applications for funding.

The University of Edinburgh will hold your personal information in accordance with the following retention schedule, upon the expiry of which we will destroy your personal information.

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| **Unsuccessful grant applicants** : application forms, CVs, review notes, correspondence and related papers, including notes from all members of the IVVN network management board who review application forms  | 6 months | After completion of the specific funding call  |
| **Successful grant applicants**: application form, CV, offer and acceptance letters, financial reports, scientific reports, correspondence and papers related to the project and/or grant award  | 5 years | After completion or termination of the project funded by the grant award  |

We do not use profiling or automated decision-making processes. Some processes are semi-automated (such as anti-fraud data matching) but a human decision maker will always be involved before any decision is reached in relation to you.

If you have any questions, please contact the IVVN Network Manager, Dr. Carly Hamilton at IVVN@roslin.ed.ac.uk.

ThisPrivacy Statement is continued at: [https:/edin.ac/privacy](file:///C%3A%5CUsers%5Cchamilt4%5CDownloads%5Cedin.ac%5Cprivacy)

**(This part is available on the University of Edinburgh website)**

**Data controller and contact details**

For data collected under this privacy notice, the University is the Data Controller (as that term is defined in the EU General Data Protection Regulation (*Regulation* (*EU*) 2016/679), registered with the Information Commissioner’s Office, Registration Number Z6426984.

You can contact our Data Protection Officer at dpo@ed.ac.uk. Our data protection policy is on our website at <http://www.ed.ac.uk/records-management/data-protection/data-protection-policy>

**Data sharing**

In addition to the primary purposes, we are also legally obliged to share certain data with other public bodies such as HMRC and will do so where the law requires this; we will also generally comply with requests for specific information from other regulatory and law enforcement bodies where this is necessary and proportionate.

**Transfers outside the EEA**

The University will only transfer data to countries outside the EEA when satisfied that both the party which handles the data and the country it is processing it in provide adequate safeguards for personal privacy. Details of such transfers and safeguards are on our website.

**Your rights**

You have the right to request access to, copies of and rectification or (in some cases) erasure of personal data held by the University and can request that we restrict processing or object to processing as well as (in some cases) the right to data portability (i.e. the right to ask us to put your data into a format that it can be transferred easily to a different organisation). If you wish to make use of one of these rights, please email your local contact.

If we have asked for your consent in order to process your personal data you can withdraw this consent in whole or part at any time. To withdraw consent, please email your local contact, who will explain the consequences of doing so in any particular case and initiate proceedings for withdrawing consent.

**Complaints**

If you are unhappy with the way we have processed your personal data you have the right to complain to the Information Commissioner’s Office at casework@ico.org.uk but we ask that you raise the issue with our Data Protection Officer first.