Call for applications – May 15, 2025

Funding of first-time professorial appointments of highly talented female scientists (W2/W3)

Annex 1: Application template

*[Please note: This page can be deleted at the end.]*

*[Please also delete all hints in blue highlighted brackets intended to help you fill out the application after completing the document and update the table of contents afterwards.]*

*[Please make sure to retain the template formatting. In particular, the font should not be smaller than Arial 11 point]*

Call for applications, May 15, 2025  
Funding of first-time professorial appointments of highly talented female scientists (W2/W3)

Application from [name of the Helmholtz Center] for [name of the nominated candidate]

Application title: …

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# 1. Overview of the application

## Stakeholders and thematic focus *[to be filled in by the Center]*

|  |  |
| --- | --- |
| **Applying Helmholtz Center (Name)** | … |
| **Location of the Helmholtz Center and federal state of the site** | … |
| **Name of the nominated candidate (including full academic title)** | … |
| **Application title** | … |
| **Helmholtz research field(s)** to which the proposal is related | … |
| **Helmholtz program(s)** to which the proposal is related | … |
| **German partner university** with which the joint appointment of the candidate is planned | … |
| **Planned salary level of the professorship** | W2 or W3 |

## 1.2 Nominated candidate *[to be filled in by the candidate]*

|  |  |
| --- | --- |
| **Title** | … |
| **First Name** | … |
| **Name** | … |
| **Nationality** | … |
| **Name of the university / institution / country** where the nominee is currently employed | * Institution, country |
| **Current position** | … |
| **E-Mail address** *[for contact purposes regarding the application]* | … |
| **Short CV** *[max. 700 characters]*  *[Please name the main workplaces, include career and research highlights and indicate durations. Please begin with the most recent point and continue in antichronological order. Please stick to the format month/year.]* | * Since mm/yyyy: … * mm/yyyy – mm/yyyy: … * mm/yyyy – mm/yyyy: … * mm/yyyy – mm/yyyy: … * mm/yyyy – mm/yyyy: … * … |
| **Date of doctorate** | * mm/yyyy |
| **International research experience** outside Germany  *[Please name the foreign research institutions where the nominee has worked and indicate the duration.]* | * mm/yyyy – mm/yyyy: … * mm/yyyy – mm/yyyy: … * … |

## 1.3 Planned research program for the first five years in brief *[to be filled in by the candidate]*

|  |
| --- |
| **Keywords in English**  *[Please enter up to six keywords that you believe best characterize the scope of your proposed research. The choice of keywords should take into account any multi-disciplinary aspects of the proposal.]* |
| * … * … * … * … * … * … |

|  |
| --- |
| **Summary in English**  *[Please formulate this summary (max. 2,000 characters including spaces and line breaks) to be comprehensible to scientists without expertise in your field. The summary should provide the reader with a clear understanding of the objectives of the planned work program and how they will be achieved.]* |
| … |

1.4 In the case of a resubmission of the application *[to be filled in by the candidate and the Center]*

|  |
| --- |
| **Changes compared to the initial application**  *[Please describe the changes compared to the initial application (max. 2,000 characters including spaces and line breaks). This may also relate to career steps. If the name of the candidate has changed, please indicate the family name under which the previous application was submitted.]* |
| … |

# 2. Strategic goals of the appointment *[to be filled in by the Center, max. 3 pages]*

## 2.1 Strategic development planning of the applying Helmholtz Center and the relevant Helmholtz research program(s) and role of the planned position/professorship

*[What are the development goals of the Helmholtz Center and the relevant Helmholtz research program(s)/topics (PoF)? How does the planned position fit in from a strategic point of view? Why is it strategically significant and what concrete strategic objectives are linked to it? ]*

…

## 2.2 Suitability of the nominated candidate

*[Why is the nominated candidate the ideal fit for achieving the development goals? What contribution could the candidate make to the realization of the relevant Helmholtz research program(s)/topics? Which new impulses would this person bring in? If applicable: What are the long-term career goals for the candidate at the Helmholtz Center? Is there a leadership position that can be obtained in a few years’ time that involves a clear career step after the establishment as a professor?*

…

## 2.3 Collaboration and networking with universities and non-university research institutions

*[Please explain how the involvement of the nominated candidate in the partner university’s faculty is planned. In particular, please refer to the right to award doctoral degrees and to teaching rights and obligations. Please also explain how the joint appointment will strengthen the collaboration with the partner university. Refer also to further planned collaborations with universities and non-university research institutions that can be specifically strengthened by the candidate’s appointment.]*

…

## 2.4 In the case of an internal candidate: necessity of funding

*[What position does the candidate currently hold in the Center? What would the follow-up perspective be without the current funding? What can be achieved with the given financial means vs. what can only be achieved with the additional funding?]*

# 3. Recommendation letter from the Scientific Advisory Board of the Helmholtz Center submitting the application [English, PDF, to be provided by the Scientific Advisory Board, max. 2 pages]

*[Please insert the recommendation letter from your Scientific Advisory Board in the final PDF document on the following page. It is not necessary to enter page numbers here.]*

4. Partner university statement *[English, PDF, to be provided by the partner university, max. 2 pages]*

*[Please insert the partner university statement in the final PDF document on the following page. It is not necessary to enter page numbers here. The partner university statement may be handed in later than the original application. In this case, please email it to* [*ebp\_hdp@helmholtz.de*](mailto:ebp_hdp@helmholtz.de) *and the head office will insert it here.]*

*The partner university statement must be written in English and should be signed by high-ranking officials (president, vice president or dean, including official stamp). This statement should address the following aspects:*

* *Goals of the intended appointment and details of the appointment (denomination, integration into the department and any other relevant structures)*
* *promised resources, if applicable planned dual-career measures*
* *appointment procedure outlook*

*Please note that only German universities are applicable as partner universities.*

# 5. Motivation of the nominated candidate *[to be filled in by the candidate, max. 2 pages]*

## 5.1 Motivation to join the Helmholtz Center

*[What unique research opportunities does this Center provide for you? Which collaborations seem especially promising?]*

…

## 5.2 Motivation to join the partner university

*[Please explain why you wish to attain a joint appointment with the partner university.]*

…

# 6. Curriculum vitae and track record of the nominated candidate *[to be filled in by the candidate, max. 4 pages]*

*[This CV template is broadly similar to the corresponding template for ERC grants. Please follow the template below as much as possible. It may however be amended if necessary.]*

6.1 Personal details, education and key qualifications

|  |  |
| --- | --- |
| **Personal details** | |
| Family name: | … |
| First name: | … |
| Title: | … |
| Nationality: | … |
| Country of residence: | … |
| ORCID ID or other Researcher ID: | … |
| **Education and key qualifications** | |
| mm/yyyy | PhD  Name of faculty / department, name of university / institution, country, name of PhD supervisor |
| mm/yyyy | Master  Name of faculty / department, name of university / institution, country |
| **Current position(s)** | |
| Since mm/yyyy | Current position  Name of faculty / department, name of university / institution / country |
| Since mm/yyyy | Current position  Name of faculty / department, name of university / institution / country |
| **Previous positions** | |
| mm/yyyy – mm/yyyy | Position held  Name of faculty / department, name of university / institution / country |
| mm/yyyy – mm/yyyy | Position held  Name of faculty / department, name of university / institution / country |
| **Supervision of graduate students and postdoctoral fellows** | |
| mm/yyyy – mm/yyyy | Number of Postdoc / PhD / Master’s students  Name of faculty / department / center, name of university / institution / country |
| **Selected teaching activities (if applicable)** | |
| Since mm/yyyy | Teaching position and scope – topic, name of university / institution / country |
| mm/yyyy – mm/yyyy | Teaching position and scope – topic, name of university / institution / country |

## 6.2 Research achievements and peer recognition

**Research achievements**

*[Provide a list of up to ten research outputs that demonstrate how you have advanced knowledge in your field with an emphasis on more recent achievements, such as publications, articles deposited in a publicly available preprint server, books, book chapters, conference proceedings, data sets, software, patents, licenses, standards, start-up businesses or any other research outputs you deem relevant in relation to your research field and the planned position.*

*Please report your publications, patents and any other research outputs correctly, including all authors in the same order as published. Joint authorships (e.g. co-first author,*

*multiple corresponding author) must also be properly indicated.*

*You may include a short, factual explanation of the significance of the selected outputs, your role in producing each of them, and how they demonstrate your capacity to successfully carry out your proposed research program.]*

…

**Peer recognition**

*[Provide a list of selected examples of significant recognition by your peers if applicable, such as prizes, awards, fellowships, elected academy memberships, invited presentations to major conferences or any other examples of significant recognition you deem relevant in relation to your research field and the planned position.*

*You may include a short explanation of the significance of the listed examples.]*

…

**Additional information**

*[You may provide relevant additional information on your research career to provide context to the evaluation panels when assessing your research achievements and peer recognition as described above.]*

…

**Career breaks, diverse career paths and major life events**

*[You may include a short factual explanation of career breaks or diverse career paths such as secondments, volunteering, part-time work, time spent in different sectors or the effects of major life events such as long term illness as well as the effects of pandemic restrictions on research productivity.]*

…

**Other contributions to the research community**

*[You may include a list of particularly noteworthy contributions to the research community you have made other than research achievements and peer recognition and a short explanation of these contributions. The purpose of this section is to allow the reviewers/panel to take a more rounded view of your career and achievements and to ensure that any additional responsibilities, commitments and leadership roles that you have taken on beyond your individual research activities are recognised and taken into account.]*

…

# 7. Description of the planned work program *[to be filled in by the candidate, max. 15 pages, excluding references]*

## 7.1 State of the art and preliminary work

*[Please explain briefly and precisely the state of the art in your field in its direct relationship to your planned work program. This description should make clear in which context you situate your own research and in what areas you intend to make a unique, innovative, promising contribution. This description must be concise and understandable without referring to additional literature.]*

…

## 7.2 Objectives for the next five years

*[Please give a concise description of your research program and scientific objectives. What do you want to achieve in the next five years? In case your research is application-oriented/if applicable: what are your plans for transfer and innovation?]*

…

## 7.3 Five-year work program including proposed research methods

*[Please give a detailed account of the steps planned during the first five years (work packages, milestones, time schedule). Please provide a detailed description of the methods that you plan to use for the realization of the program (methods already available, methods to be developed, assistance needed from outside). Please also explain how you plan to use the funds.]*

…

## 7.4 Long-term research plans

*[Please describe your research plans and your vision beyond the five-year work program.]*

…

# 8. Financial plan *[to be filled in by the Center and the candidate]*

## 8.1 Costs of the planned research program

*[Please specify the costs for the first five years with annual data on personnel costs, costs of materials and supplies, and investments. It is mandatory to use the Excel file “Financial plan” (Annex 2) to calculate the costs and to submit this file as well as to transfer the values into the following table.]*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Costs\* in EUR** | **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** | **Sum** |
| **Personnel** | ###.### | … | … | … | … | … |
| * *PI (nominated candidate)* | *…* | *…* | *…* | *…* | *…* | *-* |
| * *Senior staff* | *…* | *…* | *…* | *…* | *…* | *-* |
| * *Postdocs* | *…* | *…* | *…* | *…* | *…* | *-* |
| * *PhD students* | *…* | *…* | *…* | *…* | *…* | *-* |
| * *Other (please specify)* | *…* | *…* | *…* | *…* | *…* | *-* |
| **Materials and supplies** | … | … | … | … | … | … |
| **Investments** | … | … | … | … | … | … |
| **Total costs** | **###.###** | **…** | **…** | **…** | **…** | **…** |

*\*Including general and administrative costs, internal services etc. (analogous to the calculation for program-oriented funding).*

## 8.2 Financial contributions by the Helmholtz Center, partner university and funding from resources of the Joint Initiative for Research and Innovation

*[In addition to the funding, it is expected that the applying Center and, if applicable, the partner university will contribute adequate matching funds to the financing of the position and its equipment. Please indicate what contribution is planned for the financing of the costs by the Center, the partner university and funding from resources of the Joint Initiative for Research and Innovation. It is mandatory to use the Excel file “Financial plan” (Annex 2) to calculate the financing of the costs as well as to transfer the values to the following template.]*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Costs in EUR** | **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** | **Sum** |
| **Contribution by the Helmholtz Center** | | | | | | |
| Personnel | ###.### | … | … | … | … | … |
| Materials and supplies | … | … | … | … | … | … |
| Investments | … | … | … | … | … | … |
| Sum | … | … | … | … | … | … |
| **Contribution by the partner university** | | | | | | |
| Personnel | ###.### | … | … | … | … | … |
| Materials and supplies | … | … | … | … | … | … |
| Investments | … | … | … | … | … | … |
| Sum | … | … | … | … | … | … |
| **Funding from Joint Initiative for Research and Innovation resources\*** | | | | | | |
| Personnel | ###.### | … | … | … | … | … |
| Materials and supplies | … | … | … | … | … | … |
| Investments | … | … | … | … | … | … |
| Sum | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 1 000 000 |
| **Total costs** | **###.###** | **…** | **…** | **…** | **…** | **…** |

*\*The funding volume can amount up to 200,000 euros per candidate and per year.*