

# Call for Ludwig Boltzmann Institutes 2023

2nd Webinar

Information for Applicants

# Before we start

- Please make sure you are muted during the presentation
- You may use the **chat** to send us questions about content or technical problems
- Make sure **to turn on the microphone** when you want to speak
- The slides will be made available through our website
- Questions that should not get answered today will be included in the FAQ section of our website

# Agenda

1. Clarification of few points that have been frequently asked by applicants
2. Introduction to the LBG eSubmission Portal
3. Questions & Answers

# Application criteria for Institute Director

## Is PhD a prerequisite for applying as an Institute Director?

- Following the [ERC policy](#), people with doctoral degrees equivalent to that of a PhD are eligible to apply as Institute Directors.

### Annex 2

#### ERC policy on PhD and equivalent doctoral degrees

##### **1. The necessity of ascertaining PhD equivalence**

In order to be eligible to apply to the ERC Starting or Consolidator Grant a Principal Investigator must have been awarded a PhD or equivalent doctoral degree. First-professional degrees will not be considered in themselves as PhD-equivalent, even if recipients carry the title "Doctor". See below for further guidelines on PhD degree equivalency.

##### **2. PhD Degrees**

The research doctorate is the highest

##### **3. Independent research**

Conducting the research and writing the dissertation usually requires one to several years depending upon the topic selected and the research work necessary to prepare the dissertation. In defending his/her thesis, **the PhD candidate must establish mastery of the subject matter, explain and justify his or her research findings, and answer all questions put by the committee.** A successful defence results in the award of the PhD degree.

##### **4. Degrees equivalent to the PhD:**

# Application criteria for Institute Director

## Is a medical doctor degree regarded as equivalent to PhD degree?

- Following the [ERC policy](#), a medical doctor degree will not be accepted by itself as equivalent to a PhD award.
- To be eligible as a MD:
  - Have an additional PhD – or –
  - Have an appointment that requires “doctoral equivalency” (e.g. post-doctoral fellowship, professorship appointment) – AND provide information on research experience (publications, etc) to substantiate the equivalence of training to a PhD.
- In case of MD but no PhD: the certified date of the MD degree completion plus 2 years is the time reference for calculation of the eligibility time-window (min. 6 years and max. 17 years past medical doctor degree).

# Application criteria for Institute Director

## How do you calculate the eligibility time window if you have MD and PhD degree?

- Following the [ERC policy](#), for people who have multiple doctoral degrees (e.g. MD and PhD), the **date of the earliest degree that makes the applicant eligible takes precedence in the calculation of the eligibility time-window.**
- Eligibility time window for Institute Director:
  - min. 4 years and max. 15 years after PhD (excluding career interruptions)
  - OR min. 6 years and max. 17 years after medical doctor degree (excluding career interruptions)

# Application criteria for Institute Director

## What type of career interruptions can be considered when calculating the years of experience since completion of PhD?

- Work experience may have been interrupted and the eligibility window can be extended accordingly for documented circumstances, such as parental leave, clinical training, long-term illness, or military service (to be duly documented).
- Moreover, since the LBG is a certified family friendly employer, if you are a parent and have had care taking responsibilities, up to three years in total\* can be added in the eligibility time window for years post PhD/MD completion (no documentation required).
- Applicants can include any event that they consider relevant and that can be documented. The expert jury will decide on a case-by-case basis.

\* In total 3 years regardless whether documented or undocumented;  
if documented parental leave exceed 3 years, then this period can be added.

# Application criteria for Institute Director

**Is an application as Institute Director and the associated 75% time commitment at the LBG compatible with the (minimum) working time requirements of any existing excellence third-party funded projects (such as ERC Grant)?**

- In justified cases of existing obligations from excellence funding programs, agreements compatible with the multiple requirements can be made if the application for an LBI is successful.



# Employment of staff

- Institute Director will have a double affiliation (employment with LBG and Host Institution).
- In general, LBI staff is employed at the LBG.
- However, staff members with tenure track positions, PhD students and clinical staff are employed at the Host institution (reimbursed from LBI budget).
- Existent staff from consortium members could be brought into the LBI via split positions (working part-time at the LBG and current employer), in-kind personnel or they may apply for leave of absence at their current employer.

# Adjunct Principal Investigator

- Remains employed at other (also international) institutions
- This means the Adjunct PI cannot be employed at the Host Institution, Partner Organizations or Network Partners
- Budgetary packages of up to 75,000€ per annum for e.g. a predoc position or research material

# Financing and duration

- LBI's budget is a maximum of 1.5 million euro per annum.
- 80% of this sum (max. 1.2 million euro per year) is provided by the LBG and 20% (max. 300.000 euro) by the Partner Organizations (in exceptional cases jointly with the Host Institution) in form of cash contributions.
- In-kind contributions may be provided but do not constitute a component of the LBI's budget and do not form part in calculating the 20% co-financing requirements, but will be evaluated positively as it represents additional strategic commitment by Host Institution and Partner Organizations
- LBI has a lifespan of 7 + 3 years.
- However, financial commitments have to be submitted for the first 4 years only at application stage (*see Letter of Institutional Commitment*).

# Third party funds

- Third-party funds secured by LBG employees go to and are managed by the LBG.
- The Host Institution will be involved as co-beneficiary in the acquisition and administration of the third-party funding, whenever technically possible and strategically advantageous .

# Costs

## Does VAT count as eligible costs?

- VAT is an eligible cost. VAT would not be an eligible cost for tax deductible organizations. However, this does not apply to LBG and its associated LBIs.

# Application documents

Application documents	Submission Process
Eligibility Check form	Input in platform
Proposal form	Chapters 1-4: Input in platform; Chapters 5 and 6: Document upload
Cost Financing Sheet (Excel)	Document upload
CVs of Institute Director, Research Group Leaders and Adjunct PI	Document upload
Letter of Institutional Commitment (from HI and Partner Organizations) In exceptional cases: Letter of Intent (from Partner Organizations in prospect)	Document upload
Declaration (from Host Institution and Institute Director)	Document upload
Exclusion of Reviewers (optional)	Input in platform

# Application documents

- Document templates to be downloaded at <https://lbg.ac.at/lbi-call/>

## Downloads

Antragsrichtlinien	PDF	0.55 MB
Application guidelines	PDF	0.53 MB
Proposal Form LBI Call 2023	DOC	0.25 MB
Letter of Institutional Commitm...	FILE	0.05 MB
Exclusion of reviewers	PDF	0.12 MB
Evaluation Form	PDF	0.16 MB
Eligibility check form	PDF	0.16 MB
Declaration	DOC	0.02 MB
CV template	DOC	0.21 MB
LBI Call Flyer Deutsch	PDF	0.92 MB
LBI Call Flyer English	PDF	0.92 MB
Cost Financing Sheet	XLS	0.04 MB

# Application submission

- via the LBG submission platform at <https://esubmission.lbg.ac.at>



LBG eSubmission Portal

E-mail address

Password

Forgotten password? Register



# Application submission

- via the LBG submission platform at <https://esubmission.lbg.ac.at>

Welcome to the eSubmission Portal of the Ludwig Boltzmann

All calls that are currently open for submission are listed below.

For technical questions: [esubmission@lbg.ac.at](mailto:esubmission@lbg.ac.at)

## Ludwig Boltzmann Institutes

### LBI Call 2023

Status

Open until: 5/2/23

Description

Founding of two new Ludwig Boltzmann Institutes in Health Sciences.

For details see <https://lbg.ac.at/lbi-call/>

For general questions: [lbi\\_call@lbg.ac.at](mailto:lbi_call@lbg.ac.at)

Apply

# Please note the following:

1. First you need to **Register**
2. After registration, please change to **Deutsch** and then to **English** again, and then remain on the **English** page throughout the application.
3. You will find the **LBI Call 2023** in the **Overview** section and you need to click on **Apply**
4. You will reach the Eligibility form and need to complete and send (***once you send you cannot edit this page anymore***)
5. You need to go back to **My Applications**
6. There you will find the application that you have started.
7. Click on **Edit** and then you find the actual Proposal form which you will have to complete and send.

***When you login back to the submission portal, please make sure that you always go to **My Applications** and **Edit** your started application. Otherwise, when you click on **LBI Call 2023** and **Apply**, you would create a new application each time.***

# Application submission



[Overview](#)

[My Applications](#)

• Eligibility



• Send

## Eligibility Check for Institute Director

To be eligible it is necessary that

- You are currently affiliated or will be affiliated with an eligible Host Institution at the start of the LBI
- The position you currently have or you will be appointed to at the start of the LBI is a Tenure track position or a Faculty position
- You intend to continue your employment at the Host Institution for the whole duration of the LBI
- You comply with the allowed years of work experience after completion of your PhD/MD. The date of the earliest degree takes precedence in the calculation of the eligibility time-window (min. 4 years and max. 15 years after PhD or min. 6 years and max. 17 years past medical doctor degree).
- You are or have been a principal investigator on one or more active peer-reviewed research grants with an initial duration of at least three year

Salutation \*

E-mail address \*

First name \*

Phone number \*

Last name \*

Position \*

Acad. title

# Application submission

## Professional Position & Institution

Are you currently affiliated or will you be affiliated with an eligible Host Institution at LBI's start?\*

Host Institution \*

What type of position do you currently have or will you be appointed to at LBI's start? \*

Will you continue your employment at the Host Institution for the whole duration of the LBI? \*

## Years of Experience

Date of completion (PhD or MD) \*

Years of Experience

Years of career interruption (i.e. parental leave, clinical training, long term illness, or military service)

Computed years of work experience after completion of your MD/PhD.

Specify here the documented reasons, such as parental leave, clinical training, long term illness, or military service and the duration as MM/YYYY-MM/YYYY

# Application submission

## Professional Position & Institution

Are you currently affiliated or will you be affiliated with an eligible Host Institution at LBI's start?\*

Host Institution \*

What type of position do you currently have or will you be appointed to at LBI's start? \*

Will you continue your employment at the Host Institution for the whole duration of the LBI? \*

## Years of Experience

Date of completion (PhD or MD) \*

Years of Experience

Years of career interruption (i.e. parental leave, clinical training, long term illness, or military service)

Specify here the documented reasons, such as parental leave, clinical training, long term illness, or military service and the duration as MM/YYYY-MM/YYYY

Computed years of work experience after completion of your MD

In case of completion of medical doctor degree first, please indicate "2 years additional because medical doctor degree" in documented reasons, so that the eligibility time window can take this into account.

# Application submission

## Grant Funding

Are or were you a principal investigator on one or more active peer-reviewed research grants with an initial duration of at least three years? [Note that Mentored awards and training grants do not qualify.] \*

Start Date \*

Grant Name/Title \*

End Date \*

Funding Source \*

Grant Identifying Number, if applicable:

I declare that according to my knowledge I fulfill the eligibility criteria as an

- institute director of a Ludwig Boltzmann Institute as set out in the guidelines document under section 4.1.1 \*

You are currently not eligible to submit this application

Save

Continue

# Application submission



[Overview](#)

[My Applications](#)

**Ludwig Boltzmann Institute** !

Consortium

Institute Director

Research Team

Qualification of Research Team !

Research Culture !

Research Program Abstract !

Uploads !

Exclusion of Reviewers

Send

## Ludwig Boltzmann Institute

Name of the institute \*

Acronym \*

Fields of Science (4 digits) - Select up to 6 most relevant \*

Fields of Science (6 digits) - Select up to 6 most relevant \*

Keywords - Select up to 6 most relevant \*

# Anticipated timeline for communication with applicants in course of selection process

- 2 May 2023: Deadline for proposals
- ~ 20 June 2023: Notification of pre-selection stage outcome
- ~ 25 August 2023: Notification of peer-review stage outcome and invitations to hearing
- 18-19 September 2023: On-site Interviews in Vienna



# Contact and further information

- Information and call documents: <https://lbg.ac.at/lbi-call/>
- Mail: [lbi\\_call@lbg.ac.at](mailto:lbi_call@lbg.ac.at)
- Phone: +43 (0) 1 513 27 50-44