

# ERS Long-Term Research Fellowship (LTRF) 2025 Application Guidance

15 May 2025



## Table of Contents

1	Introduction.....	- 3 -
2	Eligibility requirements.....	- 3 -
2.1	Schedule and duration .....	- 3 -
2.2	Age and Career .....	- 4 -
2.3	Academic qualifications.....	- 4 -
2.4	ERS membership.....	- 4 -
2.5	Fellowship mobility.....	- 4 -
2.6	Home institution and supervisor .....	- 5 -
2.7	Host institution and host supervisor .....	- 5 -
2.8	Previous ERS fellowship.....	- 5 -
2.9	Extension of a previous project supported by other funds .....	- 6 -
3	ERS fellowship programmes and joint fellowship schemes.....	- 6 -
3.1	Standard .....	- 6 -
3.2	International.....	- 6 -
3.3	Scientifically Developing Countries .....	- 6 -
3.4	Joint fellowship schemes.....	- 7 -
4	Online application.....	- 8 -
4.1	Deadline and submission guidelines .....	- 8 -
4.2	Applicant's personal files.....	- 8 -
4.3	Recommendation letter .....	- 8 -
4.4	Host Supervisor Acceptance Form.....	- 8 -
4.5	Salary confirmation letter.....	- 9 -
4.6	Research project.....	- 9 -
4.7	Artificial Intelligence (AI) .....	- 9 -
4.8	Areas of the research project .....	- 10 -
4.9	Ethics, compliance and integrity.....	- 11 -
4.10	Use of animals in research .....	- 11 -
5	Selection process.....	- 11 -
6	Fellowship grant calculation .....	- 12 -
6.1	Living allowance .....	- 13 -
6.2	Child allowance .....	- 13 -
6.3	Mobility allowance .....	- 14 -
7	Other fellowships and funding schemes .....	- 14 -
8	Fellowship implementation .....	- 14 -
9	Reporting and Publications.....	- 15 -
9.1	Reporting.....	- 15 -
9.2	Publications .....	- 15 -

## 1 Introduction

- a. ERS Long-Term Research Fellowship (LTRF) programmes aim to:
  - Promote excellent science in all aspects of respiratory research in Europe and worldwide through transnational mobility and transfer of knowledge.
  - Stimulate early career researcher development, facilitating career progression and enabling them to establish themselves as independent investigators.
  - Foster knowledge and collaboration between institutions in different countries by supporting mobility.
- b. ERS funds and co-funds fellowship programmes to support scientists, researchers, clinicians, and allied healthcare professionals in the early stages of their career.
- c. LTRF programme target applicants with at least 2 years' advanced research experience and support innovative project in new locations.
- d. The research project may involve basic experimental studies, clinical investigations, epidemiology, applied health service research or any other research area relevant to respiratory medicine. Applicants are encouraged to include a training component within their research project.
- e. ERS fellowships are not granted for undergraduate and graduate studies, workshops, courses, lectures, meetings, conferences, congresses or for visiting institutions. Similarly, the LTRF are not for clinical and educational training purposes (clinical diagnostic procedures, therapeutic interventional procedures, treatment, etc.).
- f. LTRF duration is from 6 months to 24 months.
- g. Fellowships are awarded based on scientific merit. ERS also strives to maintain a good diversity in the profile of the selected applicants, and diversity within the respiratory fields of the selected research projects.
- h. No distinction will be made between applicants based on gender, ethnic origin, sexual orientation, religious or political beliefs.

## 2 Eligibility requirements

### 2.1 Schedule and duration

- a. **LTRF 2025:** The deadline to submit application is Wednesday, 30 July 2025 at 23:59 pm CEST. Interviews are planned on 21 and 22 October 2025. ERS will notify successful applicants in mid-December 2025. LTRF can start from 1 February 2026. LTRF must begin no later than 31 January 2027. If the fellowship is not started within this timeframe, ERS maintains the right to revoke the fellowship.
- b. LTRF duration is from 6 to 24 months maximum.
- c. Between the notification date and the start of the LTRF, successful applicants should complete travel, visa, passport, housing formalities, insurances, etc. To achieve this, they should engage with their host and home institutions and related authorities ahead of time. Failure to fulfill these requirements within the specified timeframe may result in the cancellation of the fellowship.
- d. The fellowship is to be carried out on a full-time basis (100%), requiring the fellowship recipient complete dedication to the research project. The fellowship cannot be split into separate periods. The fellowship requires physical presence at the host institution. Working from home country is forbidden.
- e. Should applicants be potentially interested in working part-time for family or personal reasons, this will need to be requested and agreed with the host institution(s) and ERS. If approved, all the allowances will be calculated pro-rata (30-day month). Kindly note that it may not always be feasible to have such



arrangements and applicants must ensure that by working part-time they will be eligible for a visa for the duration of their fellowship in the selected host country.

## 2.2 Age and Career

- a. LTRF are open to applicants of all ages targeting researchers with at least 2 years of advanced research experience.
- b. Applications from researchers who have taken a career break, including, but not limited to, parental leave, periods working outside research, and experiencing unemployment, are encouraged.

## 2.3 Academic qualifications

- a. Applicants should be actively engaged or must have experience in the respiratory field.
- b. Applicants must be postgraduates holding a university degree (PhD or MD-PhD) in any field related to respiratory medicine. Applicants should have graduated with a PhD or MD-PhD at the time of the application deadline. Applicants without a PhD or MD-PhD degree at the time of the application deadline are required to possess at a minimum a MD or MSc and prove 2 years of completed full-time research experience.
- c. Applicants currently in a postgraduate degree (PhD, MD-PhD and equivalent) are not eligible.
- d. Postgraduate scientists such as immunologists, biologists, geneticists, pharmacologists, biophysicists, chemists, etc. involved in respiratory science, are entitled to apply for the LTRF.
- e. Qualified healthcare professionals (non-MD) working in respiratory health/medicine (nurses, physiotherapists, respiratory function technologists, allied respiratory professionals, etc.) are entitled to apply for an LTRF. At a minimum, applicants should hold a MSc or equivalent degree at the time of application and prove 2 years of completed full-time research experience.
- f. Applicants should have adequate fluency in the language spoken at the host institution.

## 2.4 ERS membership

- a. Applicants must be ERS active members when applying for a LTRF
- b. Applicants with a national or regional society membership can obtain a joint membership with ERS through their respective national or regional society if ERS has a membership agreement with this society. To proceed, applicants should contact their national or regional society who will do the necessary and coordinate the joint affiliation with ERS directly.
- c. The list of societies ERS has an agreement with can be found on the ERS website: <https://www.ersnet.org/the-society/membership/ers-partnerships-with-national-societies>
- d. Applicants with no membership and no possibility of applying for a joint membership must subscribe to an ERS membership online. Please go online on myERS <https://my.ersnet.org/> for further information.

## 2.5 Fellowship mobility

- a. ERS fellowships promote research in Europe and internationally. All nationalities, European and non-European based applicants are allowed to submit a research project proposal.
- b. Mobility is crucial as ERS fellowships promote knowledge sharing between countries, therefore exchanges between two institutions within the same country are not allowed. For details on the mobility requirement, please refer on section 3.
- c. At the time of the application deadline, applicants must not have worked nor resided in the host institution or host country for more than 3 consecutive months in the last 3 years. Applicants who have been in their host institution or host country for more than 3 consecutive months in the last 3 years at the time of the application deadline are not eligible.



## 2.6 Home institution and supervisor

- a. The home institution refers to the applicant's institution where the applicant is currently based. If the applicant has already begun working at the host institution, provided he still meet the eligibility requirement of not having worked or resided in the host institution or host country for more than 3 consecutive months in the last 3 years by the application deadline, or if the applicant has a career break, the home institution is understood to be the applicant's most recent and previous employer.
- b. The applicant must provide a Recommendation letter from a current home supervisor or a former supervisor who has worked directly with the applicant within the past 5 years. The supervisor must be a previous or the current line manager. The letter must address the applicant's suitability to carry out the proposed research project, as well as their scientific skills, their ability to work independently and within a team, and their writing and communication skills. The letter must be written on the institution's letterhead and signed by the supervisor.

## 2.7 Host institution and host supervisor

- a. The host supervisor refers to the individual that will supervise and train the fellowship recipient throughout the fellowship. The host institution through the host supervisor will be the main contact/reference and will have the overall responsibility to ensure compliance and the smooth running of the whole fellowship.
- b. It is up to the applicant to identify the most relevant host institution and supervisor for the application. Applicants must contact potential hosts on their own time and ERS will not provide any assistance in the search of a host institution. Applicants who need guidance in choosing a host institution are encouraged to consult ERS officers or the early career representative of their [ERS Assembly](#).
- c. The choice of host institution is an important criterion that will be assessed by ERS experts during the selection process, applications without appropriate justification will not be considered.
- d. Applicants who have previously received an ERS fellowship cannot undertake a second ERS fellowship at the same host institution.
- e. The host institution should provide administrative support for all practicalities before, during and at the end of the fellowship (housing, safety induction, etc.).
- f. Several applicants may apply to the same host institution, however no more than one applicant per department within the same host institution will be selected. The host supervisor is responsible for informing the applicants if there are other applications within the same department, particularly if both applicants apply under the same host supervisor. The host supervisor can mentor only one fellowship recipient per LTRF round.
- g. It is crucial to select a host supervisor based on his/her competences, knowledge and expertise linked to the area of the research project. The host institution's facilities, machinery, equipment and resources should be available for the applicant to carry out the research.
- h. The host supervisor is required to read, complete, and sign the Host Supervisor Acceptance Form (form available on the online application platform).
- i. The host supervisor is required to provide the applicant with his/her most relevant publications related to the proposed research project (min. 5). These publications will be included in the online application.
- j. The host supervisor should provide scientific support to the selected fellowship recipient during the LTRF (regular meetings and evaluations) and is also responsible to provide ERS with a final report.

## 2.8 Previous ERS fellowship

- a. Applicants who have already been awarded an ERS Long-Term Research Fellowship or a RESPIRE 1/2/3/4 Fellowship in the past are not eligible.



- b. Applicants who have received an ERS Short-Term Research Fellowship or an ERS Clinical Training Fellowship once in the past are eligible to apply for the ERS Long-Term Research Fellowship if:
  - the applicant doesn't currently hold an ERS fellowship
  - the previous ERS fellowship has been completed at least 6 months before the application deadline
  - the applicant and the host supervisor have provided ERS with the requested reports at the end of the previous ERS fellowship.
- c. Applicants cannot submit the same research project more than once. Should applicants wish to re-apply for a second fellowship, they must demonstrate past results and provide a detailed plan for continuing their research, justifying the necessity of the additional fellowship (to be added in the online application platform under the research project section).

## 2.9 Extension of a previous project supported by other funds

- a. Applications for the extension of a previous research project supported from other sources will be considered in competition as any other applications on the basis of scientific merit.
- b. Applicants should inform ERS about the success, challenges, or failure of the previous research project. A description of the new added value in terms of skills, techniques, results should be included, as well as a clear statement of the expected new benefits (to be added in the online application platform under the research project section).

## 3 ERS fellowship programmes and joint fellowship schemes

ERS office will evaluate applicants' eligibility in terms of academic requirements, research project and mobility. Applicants are required to comply with at least one of the ERS fellowship programmes schemes (Standard, International or SDC).

ERS fellowship programmes	Mobility requirements
Standard	• From Europe or overseas to Europe
International	• From Europe to overseas
Scientifically Developing Countries (SDC)	• From SDC to Europe

Europe is defined according to the [World Health Organization](#) definition

Table 1

### 3.1 Standard

Applicants should be residents in a country in Europe, going to another country in Europe or should be based overseas and go to Europe.

### 3.2 International

Applicants should be residents in a country in Europe and go overseas.

### 3.3 Scientifically Developing Countries

- a. Applicants should be based in a scientifically developing country (SDC) and going to Europe. The following definitions apply to SDCs (source [the World Bank Data](#)):
  - Low-income economies
  - Lower-middle-income economies
  - Upper-middle-income economies



- b. The SDC programme is designed for applicants who have limited or no access to research or training opportunities in the respiratory field within their home country. Applicants should demonstrate respiratory research gaps and needs that can be considered as developing from a scientific perspective.
- c. Applicants must articulate the respiratory challenges and requirements within their home country or institution, elucidating the crucial reasons for seeking opportunities in Europe. The gap statement should be substantiated with data and other pertinent documents such as policy papers.

### 3.4 Joint fellowship schemes

Applicants are categorised under ERS fellowship programmes but may also qualify for a joint fellowship scheme established between ERS, national respiratory societies or research organisations. To be considered, applicants must meet the ERS eligibility criteria and general requirements related to research scope, mobility and academic level. ERS will assess applicants for suitability in specific schemes. *In this regard, applications can be submitted to the mentioned national societies or organisations for their review.*

Joint fellowship schemes	Mobility requirements
ERS/DZL joint fellowship	<ul style="list-style-type: none"> <li>• From Europe or overseas to Germany (DZL sites)</li> </ul>
ERS/SEPAR joint fellowship	<ul style="list-style-type: none"> <li>• From Spain to Europe</li> <li>• From Europe or overseas to Spain</li> </ul>
ERS/SPLF joint fellowship	<ul style="list-style-type: none"> <li>• From France to Europe</li> <li>• From Europe to France</li> </ul>

Table 2

#### 3.4.1 ERS/Deutsche Zentrum für Lungenforschung (DZL) joint fellowship

- a. Applicants must be based in any country in Europe (except in Germany) or overseas and go to one of the DZL sites in Germany:
  - Borstel/Lübeck/Kiel/Grosshansdorf
  - Giessen/Marburg/Bad Nauheim
  - München (Munich)
  - Hannover
  - Heidelberg
- b. Project duration: 12 to 24 months.

#### 3.4.2 ERS/Sociedad Española de Neumología y Cirugía Torácica (SEPAR) joint fellowship

- a. Applicants must either be based in Spain and go to another European country; or be based in Europe or overseas and go to Spain.
- b. Residents in Spain must be members of SEPAR.
- c. Project duration: 6 to 24 months.

#### 3.4.3 ERS/Société de Pneumologie de Langue Française (SPLF) joint fellowship

- a. Applicants should be based in France and go to another European country; or be based in Europe or overseas and go to France.
- b. Project duration: 6 to 24 months.

## 4 Online application

### 4.1 Deadline and submission guidelines

- a. The online application must be completed, and all supporting documents must be uploaded via the ERS online application platform by the deadline. We advise applicants to prepare them in advance before the deadline. All documents requiring signatures will need a handwritten signature or certificate-based signature to be considered valid. Incomplete or non-compliant applications will be automatically considered ineligible.
- b. **The deadline to submit application is Wednesday, 30 July 2025 at 23:59 pm CEST.** There will be no extension. Once the application is submitted, applicants have a read-only access and cannot make any further change. ERS office will not accept requests to modify or update applications once submitted. Applications with missing or incomplete files, or documents that do not respect the set limitations will be considered ineligible.
- c. An automated transcript will be issued from the applicants' online application submission and the reviewers will base their evaluation on the provided information.
- d. The required supporting documents must be uploaded via the online application platform and submitted along with the completed online application form.
- e. The information on uploaded documents must match the details provided on the online application platform. In case of conflict between the information on the online application and the uploaded documents, the information completed on the online application form will prevail.

### 4.2 Applicant's personal files

The following documents will need to be uploaded on the online application platform:

- a. A scanned copy of the applicant's highest degree AND an official English translation if the document is not in English.
- b. A scanned copy of the applicant's ID card or passport.
- c. For children under 18 years of age under the applicant's responsibility, a scanned copy of child/children's birth certificate(s) or family record book AND an official English translation if the document is not in English.

*Please note that the applicant's personal files are kept strictly confidential within the European Respiratory Society and will not be shared with reviewers. They are used exclusively to determine the applicant's eligibility for the programme and to assess the fellowship grant cost calculation.*

### 4.3 Recommendation letter

- a. Applicants must upload a Recommendation letter via the online application platform. This letter must be provided by a current home supervisor or a former supervisor who has worked directly with the applicant within the past 5 years. The supervisor must be a previous or the current line manager.
- b. The Recommendation letter must address the applicant's suitability to carry out the proposed research project, as well as their scientific skills, their ability to work independently and within a team, and their writing and communication skills. The letter must be written on the institution's letterhead and signed by the supervisor (handwritten or certificate-based signature mandatory). A template is available for download on the online application platform. Applications with incomplete or unsigned Recommendation letter will be deemed ineligible.

### 4.4 Host Supervisor Acceptance Form

- a. Applicants must upload the Host Supervisor Acceptance Form via the online application platform.



- b. The host supervisor is required to read, complete, and sign (handwritten or certificate-based signature mandatory) the Host Supervisor Acceptance Form. The form is available for download on the online application platform. Applications with incomplete or unsigned Host Supervisor Acceptance Form will be deemed ineligible.

#### 4.5 Salary confirmation letter

Applicants that continue to receive in part or in totality a monthly salary from their home or host institution during the ERS fellowship, must report the figure of the exact monthly NET amount (salary after deductions, such as income taxes and social security, etc.) received in EURO on the online application.

In this case, applicants will also be requested to upload a salary confirmation letter from either the home or host institution (depending on who will be providing the salary). The letter must be written on the institution's letterhead, with the institution's stamp stating the exact NET amount the applicant will receive in EURO per month.

The salary will be deducted from the ERS fellowship grant. The LTRF may not be granted at all if the financial support by the home or host institution is equal or higher than the ERS fellowship grant.

Exceptions are granted for financial support provided by the home/host institution or other funding source for covering obligatory health and safety insurances, legal and social security insurances, pension schemes and child support. In this case, the ERS fellowship will be paid in full, without deductions.

*Please note that the salary confirmation letter is kept strictly confidential within the European Respiratory Society and will not be shared with reviewers.*

#### 4.6 Research project

- a. Applicants must complete the research project section on the online application platform detailing:
  - the project aim, the objectives, the hypothesis, the experimental plan and the reasons for selecting the host institution/supervisor.
  - the rationale for conducting the research project at the chosen host institution, including evidence of facilities, resources and infrastructure available to support the project, as well as the professional development and the collaboration opportunities.
  - the needs/gaps in respiratory science/research/medicine and outline to address them.
  - a clear and realistic work plan including timelines with a scope achievable within a set timeframe and aligned with the objectives.
  - a career development plan that outlines strategies for transferring and implementing acquired skills and knowledge and the value of the project for the respiratory research field and the career.

The research project should be prepared by the applicant with the contribution and approval of the host supervisor.

- b. Applicants are required to upload one page of figures (charts, diagrams, etc.), one page of references (expected referencing format: Authors. Eur Respir J 2008; 32: Suppl. 52, p.xx-p.xx) and one page of Gantt chart summarizing the work plan deliverables, timelines and milestones. These pages must have margins of min. 1 cm top and bottom and min. 1.5 cm left and right and a font size of 12 pts Times New Roman or Arial and must be uploaded in PDF format. If the document exceeds the given limitations, only the first pages will be submitted, and the remaining pages will be truncated.

#### 4.7 Artificial Intelligence (AI)

ERS acknowledges the value of using Artificial Intelligence (AI) tools, as well as human feedback, in the preparation of funding applications. Therefore, AI tools are permitted to enhance clarity and language (e.g., for proofreading purposes such as reducing grammatical errors, providing alternative vocabulary, and suggesting sentence rephrasing). However, applicants are responsible for ensuring the originality and



accuracy of their proposals. AI tools should not be used to generate scientific ideas. To provide transparency, applicants are requested to disclose whether AI tools were used in preparing their applications, and for what purpose (e.g., chatGPT was used to improve language style). Applicants should include information about how generative AI will be utilised in their proposed research activities within the proposal. ERS encourages applicants to use generative AI ethically and responsibly, including respecting legal and research standards requirements. Applicants remain fully responsible for the use of generative AI in their activities, in line with the accountability principle that emphasises responsibility and human oversight. Failure to comply with this rule may result in disqualification of the application or revocation of any awarded funding.

#### 4.8 Areas of the research project

Applicants must indicate the main areas of their research project by selecting 3 keywords within the below groups. The selection of keywords is crucial to the reviewing process of the submitted application. Applications will be sorted and categorized into thematic groups according to the area of the proposed research project. Reviewers will be allocated and matched to the groups, based on their expertise and the main area of the thematic group.

Keywords		
Group 1	Group 2	Group 3
Airway Diseases	Acute lung injury and critical care	Applied health service research
Interstitial Lung Diseases	Asthma and allergy	Cell and Molecular Biology
Paediatric Respiratory Diseases	CF and non-CF bronchiectasis	Endoscopy and Interventional Pulmonology
Pulmonary Vascular Diseases	COPD and smoking	Epidemiology
Respiratory Critical Care	Epidemiology, occupational and environmental lung disease	General respiratory patient care
Respiratory Infections	E-health and m-health	Imaging
Sleep and Breathing disorders	Genetics	Physiology
Thoracic Oncology	Interstitial and orphan lung disease	Public Health
	Lung biology and experimental studies	Pulmonary function testing
	Lung cancer	Respiratory Intensive Care
	Lung imaging	Surgery
	Lung structure and function	Transplantation
	Mechanisms of lung disease	
	Paediatric pulmonology	
	Physiotherapy	
	Pulmonary pharmacology and therapeutics	
	Pulmonary vascular disease	
	Pulmonary rehabilitation	
	Respiratory clinical practice	
	Respiratory infections and tuberculosis	
	Sleep medicine	

Table 3



#### 4.9 Ethics, compliance and integrity

- a. ERS strongly suggests that applicants and their host institution start all necessary requests for ethical permission/any permission required by the regulatory body/bodies (license to practice, local ethic committees) before the start of the fellowship. The host and the applicant should target to receive formal permission for the start date of the fellowship. Failure to do so has severely impacted recent funding projects and ERS will not accept any delay to the project caused by this matter.
- b. Applicants will have to provide detailed information regarding their ethical permission application and any ethical considerations for their research project.

#### 4.10 Use of animals in research

- a. ERS promotes research with the use of alternatives and supports 3Rs guiding principles for ethical use of animal testing (replacement, reduction and refinement).
- b. Applicants should integrate a 3Rs strategy and a plan, and demonstrate the use of replacement, reduction and refinement techniques in their research proposal involving animals, where applicable.

Further information and definitions are available on the following websites.:

- ARRIVE Guidelines [www.nc3rs.org.uk/arrive-guidelines](http://www.nc3rs.org.uk/arrive-guidelines)
- 3Rs approach <https://www.understandinganimalresearch.org.uk/what-is-animal-research/three-rs>
- 3Rs approach <https://www.nc3rs.org.uk/the-3rs>

## 5 Selection process

- a. LTRF programme is the responsibility of the ERS Science Council, which is under the accountability of the ERS Executive Committee. The latter is responsible for final endorsement following recommendations made by the Science Council. To keep a high standard of applications and quality of the proposed research projects, ERS is strictly enforcing these management rules.
- b. Fellowships are awarded based on scientific merit. To achieve this, selection is made by two distinct groups of experts:
  - I. A peer-review process with in-depth evaluations of the applications and supported documents, with scoring and shortlisting by ERS College of Experts members.
  - II. An interview process with shortlisted applicants performed by the ERS Fellowships & Awards Working Group and led by the ERS Fellowships & Awards Director. Their recommendation will be passed on to ERS Science Council for validation. The final endorsement will be made by the ERS Executive Committee.
- c. The ERS College of Experts' task and responsibility are to assess the application based on the following criteria:

#### **Research Project 50%**

- Relevance of topic to respiratory research;
- Potential impact (e.g. patient related outcomes, translational potential, policy-making);
- Novelty and innovation potential;
- Adequacy of approach, methodology and work plan;
- Feasibility and quality of the design, including back-up plan;
- Ethical processes;
- Dissemination and outreach plan.

#### **Quality and potential of applicant 40%**

- Quality of CV;
- Scientific record (publications, grants, talks);
- Overall potential to carry out the project successfully;
- Quality and feasibility of career development plan;
- Potential of fellowship and research project to enhance and advance the fellowship recipient's research skills.

#### Research Environment 10%

- Scientific/technical competence and expertise of host institution, in relation to specific applicant and research project;
- Potential of fellowship to lead to new international collaborations;
- Opportunity for suitable interactions with co-workers.

d. The ERS College of Experts grade each criterion as follows:

5	Outstanding quality - should be funded
4	Excellent quality but areas left for improvement - should be considered for funding
3	Good quality but many weaknesses - should not be funded
2	Below average quality threshold - should not be funded
1	Poor quality - should not be funded

The score for each criterion is weighted to calculate the total score given per expert per applicant. The median score per applicant is then calculated and is used to establish the initial ranking order. Based on the ranking list, the ERS Fellowships & Awards Director issues a shortlist of applicants to be interviewed. Each applicant is allocated to two experts from the ERS Fellowship & Award Working Group who perform the interviews, and the scoring is based on the same criteria used by the ERS College of Experts. The final ranking list is submitted to the ERS leadership for approval and endorsement. Applications of sufficient scientific merit may be put on a reserve list (applications that might be offered a fellowship if higher ranked applications drop out or additional funding becomes available). In this case, reserve applicants will be informed no later than 6 months after the application deadline.

- e. Assessments are strictly confidential and will not be shared outside of ERS.
- f. Appeals are not considered unless formal mistakes have been made by ERS.

## 6 Fellowship grant calculation

LTRF include a living allowance, a child allowance, and a mobility allowance paid directly to the fellowship recipient personal bank account. Upon request, an upfront payment of max. 2'000 €, deducted from the fellowship total grant amount, is paid one month before the start date of the scheduled fellowship to support the travel and relocation. In this regard, the fellowship recipient must reconfirm the start date with ERS at least six weeks before the fellowship starts. For fellowship lasting less than 12 months, the fellowship payments are issued in two instalments: the first instalment is paid after an email confirmation from the host supervisor to the ERS office that the fellowship recipient has arrived and started his fellowship at the host institution; the second and final instalment is paid after receipt of the 3-month report. For fellowship lasting more than 12 months, the first instalment is paid after an email confirmation from the host supervisor to the ERS office that the fellowship recipient has arrived and started his fellowship at the host institution; the second instalment is paid after receipt of the 3-month report and the third and final instalment is transferred once ERS office has received the mid-term report from the fellowship recipient. Fellowship instalments are in EURO (€), no matter the location of the home and host countries.

## 6.1 Living allowance

- The living allowance is calculated based on a baseline rate of 3'520 € per month and is adjusted according to a country correction coefficient (CCC). This means that a fellowship recipient may be awarded more or less than a living allowance of 3'520 € per month depending on the CCC. The CCC rates for a number of countries, notably in Europe, can be found in the table below. The living allowance is calculated exclusively for full months; partial months are not factored into the calculation.
- Applicants that continue to receive in part or in totality a monthly salary from their home or host institution during the ERS fellowship, must report the figure of the exact monthly NET amount received in EURO in the online application. That salary will be deducted from the living allowance. The living allowance cover costs related to food, accommodation, transportation, etc in the host country. The living allowance is not intended for covering costs in the home country during the fellowship. Fellowship recipients are responsible for making separate arrangements to manage expenses in their home country during their fellowship abroad (rent, mortgage, taxes, insurances, etc.). For rates in countries not detailed in the table below, please contact the ERS office.

Host country	CCC
Australia	108.3 %
Austria	109.7 %
Belgium	100 %
Canada	114.4 %
Denmark	132.8 %
Finland	118 %
France	118.1 %
Germany	101.2 %
Greece	86.8 %
Hungary	77.7 %
Ireland	136.4 %
Italy	95.3 %
Netherlands	111.6 %
Norway	135.6 %
Portugal	93.7 %
Spain	95.6 %
Sweden	125 %
Switzerland	163.8 %
United Kingdom	141.7 %
United States of America	169.4 %

Table 4

## 6.2 Child allowance

- A child allowance of 400 € per month is provided per child under the age of 18 years old, based on birth certificate provided in the online application form.
- If the applicant or the applicant's partner's is pregnant and the pregnancy is known before the application submission, applicants may submit a letter from their obstetrician-gynaecologist or general practitioner. The birth certificate will be requested upon delivery of the child.
- The child allowance will not be amended at a later stage if an additional child is conceived after the application submission.



### 6.3 Mobility allowance

- a. A one-off travel lump sum grant is given to each fellowship recipient for covering travel costs between the home and host institutions:

- 200 € are granted for distances between host and home institutions below 5'000 km.
- 700 € are granted for distances over 5'000 km.

For applicants coming from scientifically developing countries to Europe:

- 400 € are granted for distances between host and home institutions below 5'000 km.
- 1'200 € are granted for distances over 5'000 km.

- b. There is no travel support for partners or family members (spouse, children, etc.).

## 7 Other fellowships and funding schemes

- a. ERS fellowships cannot run concurrently with other fellowships or similar funding schemes received during the same period.
- b. Applicants may apply for funding from external sources. However, external funding cannot be allocated to cover the salary. External funding should be used solely to help support financial and logistical requirements related to the research project (e.g. purchase of equipment, Ethics Committee related fees, etc.). This information must be declared in the online application. Applicants will be required to include which organisation they applied to, the total amount of funding in EURO received and how/for what purpose will it be used to cover in the research project. Any change during the course of the fellowship has to be reported to ERS immediately.

## 8 Fellowship implementation

- a. Fellowship recipients are neither agents nor employees of ERS. ERS accepts no liability for fellowship recipient's wrongdoing actions or activities in respect to health or safety, insurances, and taxes. ERS does not provide any type of work contract.
- b. It is the fellowship recipient and the host supervisor's responsibility to find a mutual agreement on aspects cited within the Application Guidance on the fellowship recipient's status and other national requirements for the duration of the fellowship at the host institution.
- c. ERS can provide a visa support letter to assist with the visa application process. Nevertheless, it is the responsibility of the fellowship recipient to plan the application ahead of time. We encourage applicants to apply for the visa immediately once received confirmation of the fellowship. Visa applications can take time and we suggest applicants to take it into consideration when scheduling their initial start date. Failure to comply with this rule may result in the revocation of the awarded funding.
- d. The fellowship recipient is fully responsible to ensure that both the recipient and the accompanying family members staying in the host country for the duration of the fellowship are covered with social security, medical, accident, and other necessary schemes, where applicable, and are provided with the adequate level of protection. As a suggestion, the fellowship recipient could look at the coverage provided to local researchers holding a similar position.
- e. Successful applicants are encouraged to engage in teaching, discussion, and similar activities at the institution they visit. They may not, however, engage in paid or salaried activities, without prior agreement from the ERS office.
- f. The fellowship recipient will receive support to attend the ERS Congress or the Lung Science Conference (max. one event per year).



- g. The fellowship recipient can request the support from an ERS mentor as part of a mentoring scheme. This scheme is designed to provide additional external guidance on the research project, career development, and integration into ERS activities.
- h. ERS is a not-for-profit organisation. ERS fellowships have no tax privileges. It is the responsibility of the fellowship recipient to pay any tax which may be levied upon him/her by the appropriate national authority.
- i. The implementation of the research project should be carried out as described in the proposal. Any change should be notified to ERS prior to implementation. This includes the start date and end date of the fellowship. When a change is foreseen, ERS should be immediately notified by email, for approval.
- j. Any event or circumstance which might affect the implementation of the fellowship or are likely to influence the performance of the fellowship need to be notified to ERS at the earliest.
- k. Fellowship recipients who need to terminate their fellowship prematurely should notify ERS immediately. Necessary steps will be taken to receive confirmation from the host. The reimbursement of the unused fellowship grant or reduction of the amount still due by ERS will be managed by the ERS office. A final report will be due.
- l. Should any unexpected event(s) be deemed too critical to conduct the fellowship, ERS maintains the right to revoke the fellowship.

## 9 Reporting and Publications

### 9.1 Reporting

- a. Fellowship recipients are required to regularly submit reports to the ERS office to monitor progresses and identify potential issues. The first report will be due after 3 months and will address any potential hurdle linked with the establishment of the fellowship. For fellowships lasting more than 12 months, a mid-term report is expected focusing on progresses and achievements. All fellowship recipients and host supervisors must submit a final report within 2 months of completion of their fellowship. In the event of significant deviations from the original application that have not been communicated to ERS, ERS reserves the right to withhold further payments or request a reimbursement. The certificate of completion will only be issued once both the fellowship recipient and the host supervisors' reports have been received.
- b. The fellowship recipient will be requested to complete a follow-up questionnaire two years after the conclusion of the fellowship.

### 9.2 Publications

- a. Publications in the official journals of the society, in particular in the European Respiratory Journal, are encouraged. Publication(s) of the research project's results are expected.
- b. Both the fellowship recipient and the host supervisor should acknowledge ERS support in any publication or outcome related to the fellowship. The ERS fellowships should be acknowledged by including the following sentence in the acknowledgement section of the publication in the following way "We acknowledge the financial support of the European Respiratory Society via a Long-Term Research Fellowship 2025". Should the fellowship be cofounded with another organisation, the acknowledgement should mention ERS and the cofounding partner.

**Any infringement of the Application Guidance 2025 conditions, rules and regulations can result in the withdrawal of an application from the selection process or the cancellation of a fellowship already granted.**