***Information page: please delete all the italic text of this page before submission.***

*The following template can be directly filled if you use Microsoft Word.*

*If you want to use an alternative solution of text editor, you may strictly use the following parameters for your template:*

***The document must respect the following standards:***

* *A4 page size*
* *Use the reference font for the body text of H2020 proposals: Times New Roman (Windows platforms), Times/Times New Roman (Apple platforms) or Nimbus Roman No. 9 L (Linux distributions).*
* *The minimum font size allowed is 11 points. Standard character spacing and a minimum of single line spacing is to be used. Text elements other than the body text, such as headers, footnotes, captions, formulae, may deviate, but must be legible; however, these elements should not be used as a mechanism to circumvent the rules. For example, text within a table or graphical element should be kept to a minimum.*
* *Single line spacing*
* *All margins (top, bottom, left, right) should be 2 cm minimum*
* ***Please make sure that you do not disclose any applicant’s personal information in the support letter in order to assure anonymity for the unbiased assessment process.***
* ***You should avoid any mention of the name, surname, gender and other identifying applicant’s personal information***
* ***You should not mention explicitly applicant’s past affiliated institutions***
* ***You should not mention explicitly the names of applicant’s scientific collaborators or their affiliations***
* *Name the file as: “LetterOfSupport\_ApplicantIDcode” (eg. LetterOfSupport\_EBR248)*

**LETTER OF SUPPORT FROM THE HOST RESEARCH GROUP/DEPARTMENT**

………………………………………………………………………………………………

*(*name and address of the Host Organisation and relevant department/research group*)*

Proposal title: ......................................................................................................................

Applicant’s ID code: ………............................................................................................

*Comment: Please state* ***here*** *clearly to what extent the research proposal presented by the applicant overlaps and complements with the research area(s) of your research department/group and to what extent the candidate’s scientific background fits to your research group/department!*

Having reviewed the aforementioned Proposal, if it will be accepted for funding, I the undersigned in the role of the Head of the host department/research group declare as follows:

If the applicant is selected for funding:

1. the Host Organisation’s research group commits to supervise the implementation of the Fellowship and monitoring if the funds are spent in a correct and justified manner;
2. the Host Organisation’s research group will provide the applicant with resources necessary for the implementation of their research, including office/laboratory infrastructure and research equipment;
3. the Host Organisation’s research group will assign the Supervisor to the Applicant, responsible for scientific support to the project and facilitating Applicant’s contacts with the local scientific community;
4. the Host Organisation’s research group will support the Applicant in obtaining the required approvals, opinions, permits or authorisations[[1]](#footnote-0);
5. the Host Organisation’s research group will respect the principles laid down in the “European Charter for Researchers” and the “Code of Conduct for the Recruitment of Researchers”[[2]](#footnote-1).

Letter of support signed (place, date): ............................................................

……………………………………………………………………………..

*(Head of the research group/department’s legible signature)*

1. If research carried out as a part of the Fellowship requires formal certification that ethical standards are met during its conduct. [↑](#footnote-ref-0)
2. Commission Recommendation of 11 March 2005 on the European Charter for Researchers and on a Code of Conduct for the Recruitment of Researchers. [↑](#footnote-ref-1)