# Appendix 1

**The Living Planet Fellowship**

**Project Proposal**

Project name: PROJECT ACRONYM

Submitted by: HOST INSTITUTION

Prepared by: CANDIDATE NAME AND SURNAME

Date: DATE

Reference: REF\*

*[\* The host institution should provide an internal reference, code or number, for this document following its own standards]*

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| **General Information** | |
| **Project Title** |  |
| **Acronym** |  |
| **Candidate name and complete contact details (title, address, telephone & fax number, email address, date of birth)** |  |
| **Host Institution representative name and complete contact details (title, address, telephone & fax numbers, email address)** |  |
| **Host Institution registered address** |  |
| **Name and Title of the person who would sign the future contract (if awarded) on behalf of the Host Institution** |  |
| **Validity of the proposal (at least four months)** |  |
| **General Project Presentation** | |
| **Abstract***: (max 500 words)* | |
| **Expected starting date:** | |
| **Project Objectives:** (*max 150 words)* | |
| **Project outputs:** *(max 150 words)* | |
| **Expected advancement vs the state of the art, innovation and scientific impact:** *(max 500 words)* | |
| **Complementarities with other relevant ESA and non ESA funded activities:** *(max 150 words)* | |

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| **Scientific Proposal**  **(Maximum 6 pages + 2 additional pages for figures and references)** |
| **Problem Statement and scientific background:** |
| **Work Plan and proposed scientific and methodological approach:** |

**Additional Information**

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| **Planned publications** | |
| **Please, indicate the preliminary list of expected publications and a plan related to conferences and workshops participation to promote the project and its results.** | |
| **Planned participation to Conferences and International Symposium** | |
| **Please, include a travel and a cost plan.** | |
| **Relevant Facilities and Experience of the Host Institution** | |
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| **Data Requirements and availability** | |
| **ESA and 3rd party mission data requirements** | **Please, indicate the type of data product as well as the required amounts identifying both the archive data and the new acquisitions required.** |
| **Non-ESA EO data needs and availability** |  |
| **Additional available in-situ or ancillary data** |  |
| **Intellectual Property Rights** | |
| **Please list all existing work (e.g. algorithms, software, satellite images) which you intend to use to carry out your project and indicate any conditions which the owners of that work will require to allow you to use their work during your project.** | |
| **OPTION 1**  **Short visiting research periods in European or International Research Centres** | |
| **Please, indicate the preference or not to perform part of the proposed work in another institution, briefly describing the proposed work to carry out during that period, as well as the proposed length and preliminary preferable dates for the visit:** | |
| **OPTION 2**  **Associated Scientist at ESA Earth System Science Hub in ESRIN** | |
| **Please, indicate the preference or not to join the ESA Earth System Science Hub in the ESA centre of ESRIN in Frascati (Rome) for a period of minimum 3 and maximum 12 months (either continuous or split into periods of 3-6 months), as well as the tentative dates for the visiting period, and a short description of the proposed work to be carried out in this visit:** | |
| **OPTION 3**  **Contributing to in-situ data collection and ground experiments** | |
| **Please, provide a short description of the experiment proposed as well as the resources required to achieve the scientific objectives of the experiment:** | |
| **OPTION 4**  **Access to cloud computing resources and digital platform services** | |
| **Please, provide an estimate of the processing resources required to achieve the scientific objectives of the study proposed and the associated cost:** | |

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| **Financial Information** | | |
| **(A) ESA funding required for the candidate salary** | | *Euros* |
| **(B) ESA funding required for travel, conference fees and publication costs (maximum 10KEuro included in the overall maximum of 200KEuro)** | | *Euros* |
| **(C) ESA funding required for Option 1 (maximum 2000 Euro/ additional month, on top of the 200KEuro)\*\*\*** | | *Euros*  *(optional, leave blank if not applicable or unknown)* |
| **(D) ESA funding required for Option 2 (maximum 2000 Euro/ additional month, on top of the 200KEuro)\*\*\*** | | *Euros*  *(optional, leave blank if not applicable or unknown)* |
| **(E) ESA funding required for Option 3 (maximum 15KEuro on top of the 200KEuro)\*\*\*** | | *Euro*  *(optional, leave blank if not applicable or unknown)* |
| **(F) ESA funding required for Option 4 (maximum 10KEuro on top of the 200KEuro)** | | *Euro*  *(optional, leave blank if not applicable or unknown)* |
| **(G = A+B) Overall basic cost for ESA\*:** | | *Euro* |
| **(H = C+D+E+F+G) Overall cost for ESA\*\*:** | | *Euro* |
| **(I) Funding provided by the Host Institution (minimum 30% of the overall basic cost H)** | | *Euro* |
| **(H+I) Final Overall cost** | | *Euro* |
| **Proposed Payment Plan** | | |
| **Payment Plan recommended below:**   * **Advance Payment (if SME) = max. 35% of total amount allocated by the Agency;** * **1st Progress Payment at MTR** * **Final settlement = min. 20% of total amount allocated by the Agency;** |  | |

**\* Maximum cost per 2 years, 200KEuros – Firm Fixed Price, as per section 2 Annex II of General Clauses and Conditions for ESA Contracts)**

**\*\*Estimated maximum cost per 2 years**

**\*\*\*Options may be implemented after the assessment and approval by ESA only.**

**General Clauses and Conditions for ESA Contracts can be downloaded from https://esastar-publication.sso.esa.int/ (under Reference Documentation)**

**Additional Documentation Required**

* **A letter from the Host Institution supporting the candidate**
* **A letter of support from institution hosting the candidate as a visiting scientist (where relevant).**
* **2 Additional letters of support from key experts and scientist in the field relevant for this proposal supporting the proposed work.**
* **CV of the Candidate including his research experience in the specific area of interest for this proposal and the list of publications.**

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| **Letters of support contact details** | |
| **Name and contact details of the reference person at the host institution.** |  |
| **Names and contact details of 2 supporters. Please, attach the letters of support.** |  |
| **Names and contact details of institution hosting as a visiting scientist (where relevant)** |  |