OPERATIONAL GUIDELINES
for the Lignocellulosic Biorefinery Network
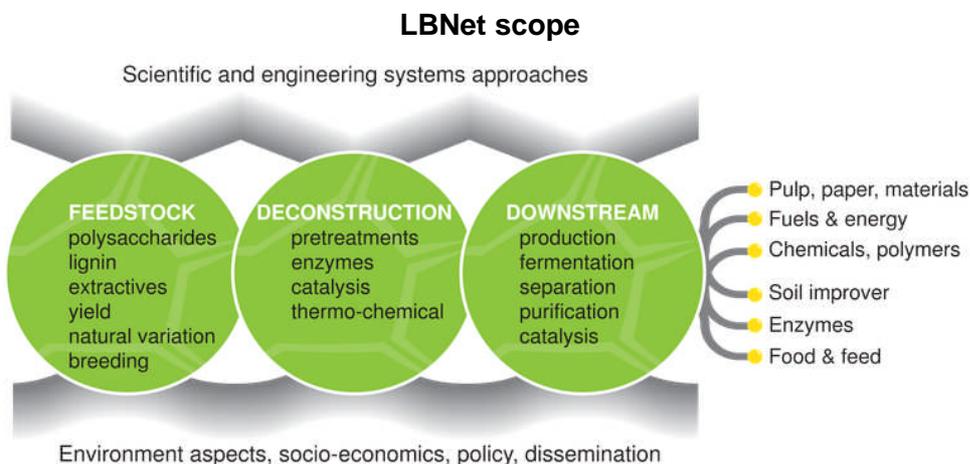## Early Stage Career Fellowship (LBNET-ESCF)

Summary

The LBNet Early Stage Career Fellowship (LBNET-ESCF) will provide **support for researchers wishing to undertake independent research in the area of industrial biotechnology and bioenergy applications using lignocellulosic biomass**. The LBNET-ESCF will support the transition of early stage researchers to fully independent research leaders.

Nature of award

Awards are for 12 months and it is expected that 2 fellowships will be awarded, each at a **value of up to £75K**. This investment can be used to support personal salary as well as travel and subsistence, training activities, and research consumables, **but not equipment**. In addition to this investment, it is also expected that a **substantial demonstration of support for the fellow be made by the host Research Organisation** (e.g. in terms of access to facilities and equipment, training, research costs etc).

Research areas

Proposals can be submitted in any area of science within BBSRC/LBNet remit and scope (see figure below). We particularly encourage applications that are aligned with our Challenge areas (see LBNet website).

LBNet scope

Eligibility

The LBNet-ESCF is aimed at early stage career researchers who want to conduct their own independent research within a host research organisation.

- Applicants should have a PhD or be expecting to have undergone successful PhD *viva* prior to 16 December 2016
- Applicants should not exceed five years in active postdoctoral research employment prior to announcement of the awarded LBNET-ESCF(16 December 2016)
- Applicants must have agreement from a BBSRC-eligible research organisation to host their fellowship for its duration

How to apply

Applicants should:

1. Download and complete the application form from the LBNet website and send it to veronica.ongaro@york.ac.uk along with:
2. The applicant's CV, including a list of publications (up to 2 sides of A4) and
3. A letter of support from the applicant's host Research Organisation

All applications will be acknowledged within a week of receipt. All information submitted will be held in strictest confidence

Application timeline

Call open date	9th September 2016
Application deadline	4th November 2016
Fellowship shortlisting for interviews	30th November 2016
Fellowship interviews	2nd December 2016
Fellowship award notification	16th December 2016

Evaluation process

The Network Manager will check that applications meet the specified criteria and have the required information. If there are any problems the Network Manager will contact the applicant to request further information. However, if this cannot be easily remedied (within three working days) then the application will be returned.

Proposals will be assessed by the LBNet Management Board (https://lb-net.net/about/) and ranked by the following criteria:

Criteria	% contribution to total score	Threshold level required
Quality of science/contribution to knowledge	35	21
Relevance of application to LBNet scope	15	9
Pathway to impact and career development plan	30	18
Project management	10	6
Value for money	10	6

Applicants shortlisted may be invited for a phone interview.

Payment of awards

The University of York will provide the awardee with a simple contract assigning all rights to the awardee's research organisation but requiring that funds are spent as detailed on the application, and that reports on progress are sent to the Network.

The University will then transfer funds to the awardee in arrears. The University of York will retain 10% of the total award payable until the final report is received.

Monitoring, reporting and finances

Grantees are required to provide concise interim report after six months, updating progress towards milestones and deliverables, so as to ensure the project is on track. At the end of the award, a final report setting results against objectives will be submitted to the Network Manager and, where possible, a case-study template will be started and will be updated throughout the Network's lifetime.

Financial expenditure will be reported by the grantee. However, LBNet will not require receipts to be submitted, although these must be kept, as they may be required for possible future audits. The grantee's host institution will follow their standard procedures for financial accounts.

All reports will be checked by the Network Manager. The LBNet executive group will approve interim and final reports. In the case of conflict of interest, a member of the LBNet Management Board will review such reports.

Data protection regulations

Copies of proposals and final reports will be made available to the LBNet evaluators (members of the EG and MB), who will use information provided in the application for processing the proposal, the award of any consequent grant, and for the payment, maintenance and review of the funds.

BBSRC will use this information for research related activities including, but not limited to, transfer of PoC funds, statistical analysis in relation to evaluation of the BBSRC NIBB, study of trends and policy and strategy studies.

To meet the Research Councils' obligations for public accountability and the dissemination of information, non-confidential details of awards may also be made available on the Research Councils' websites and other publicly available databases, and in reports, documents and mailing lists.