



POSTDOCTORAL
FELLOWSHIPS AT
WEIZMANN INSTITUTE
OF SCIENCE 2022

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Information about the call

Grant capital:
DKK 8 million

Award amount
Up to DKK 4 million per grant

Application form opens:
22 November 2021

Application deadline:
1 March 2022 at 2 pm (CET)

Applicant notification:
May 2022

Earliest start date:
1 July 2022

Latest start date:
1 July 2023

Review committee:
NNF Committee on Interdisciplinary Research,
and Committee at Weizmann Institute of Science

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1 POSTDOCTORAL FELLOWSHIPS AT WEIZMANN INSTITUTE OF SCIENCE 2022

These guidelines are intended to assist you in the application process. Please read them carefully before initiating the application process, as the guidelines contain the complete call text as well as instructions regarding the completion of the application:

- **Section 1** describes the overall frame and conditions of the call, eligibility criteria and evaluation process.
- **Section 2** provides technical guidance for how to access and navigate in the application and grant management system NORMA.
- **Section 3** gives essential information regarding the requirements to content, structure, and budget of the application.

NNF will treat all applicant and application information confidentially. Read more about how NNF processes personal data under 'privacy & security' in the online application system, NORMA.

Furthermore, please read 'General Terms and Conditions' for grants from NNF that all Grant Recipients must comply with: <http://www.novonordiskfonden.dk/en/content/conditions-grants>.

1.1 PURPOSE

The NNF wishes to fuel the career development of excellent early-stage researchers and enable them to become the driving force in the interdisciplinary solutions for tomorrow's biomedical, biotechnological, and sustainable challenges. With the "Postdoctoral Fellowships at Weizmann Institute of Science", the Foundation seeks to accomplish these objectives by three means:

- By giving the awardee opportunity to obtain research experience, training, and knowledge in a unique interdisciplinary environment at the highest international level, while also openly exchanging intellect and ideas with Weizmann Institute's peers.
- Through mobility, extending the awardee's scientific networks and innovative spirit, and fostering scientific independence.
- By associating the awardee to a Danish research institution throughout the project, thereby facilitating the return of the awardee from Weizmann Institute, and his/her continued research career in the Danish research environment.

The fellowship offers an opportunity for promising young, ambitious researchers to carry out a research project in which about three years are dedicated to work at the prestigious Weizmann Institute of Science in the Tel Aviv area, Israel, followed by about one year at a Danish university or other public or non-profit research institution.

Located in Rehovot, Israel, just south of Tel Aviv, the [Weizmann Institute of Science](#) is one of the world's leading multidisciplinary basic research institutions in the natural and exact sciences. It is comprised of more than 250 experimental and theoretical research groups across five faculties - Biology, Biochemistry, Chemistry, Mathematics and Computer Science, and Physics. Insights that emerge from its labs help provide a fundamental understanding of the human body and

how life works, and lead to advances in medicine, technology, and the environment. With a strong emphasis on cross-disciplinary investigations, the Weizmann Institute of Science cultivates science for the benefit of humanity at its best.

Weizmann Institute offers a unique cutting-edge, innovative, and welcoming research environment unlike any other in the world, in which young researchers learn from the best principal investigators, working shoulder-to-shoulder with them in modern facilities. A significant research experience at an international institution of Weizmann Institute's calibre can boost the creativity, interest, and maturity of an emerging researcher and pave the way for a future career in academia.

1.2 AREAS OF SUPPORT

The research supported in the programme should be interdisciplinary and rooted in the natural sciences, with potential application within health, life sciences, or sustainability.

1.3 ELIGIBILITY

The fellowship supports postdoctoral research projects with a duration of 3-4 years. A minimum of 30 months must be dedicated to researching at Weizmann Institute. The final months, at least 6 months in case of a 3-year grant and at least 10 months in case of a 4-year grant, are dedicated to the return phase at the Danish hosting institution.

The remaining grant period may be spent in a flexible manner in recognition that in some circumstances, e.g., for project-related or family reasons, it can be challenging to spend three whole years uninterrupted abroad. Up to 8 months can be distributed at any time during the grant period either at Weizmann Institute or the Danish hosting institution. **Note:** *The applicant must plan how the 8 months are distributed in agreement with the hosting principal investigator at Weizmann Institute prior to submitting the application.*

A Danish university or other public, non-profit research institution in Denmark must employ the applicant for the entire fellowship period and this institution must administer the fellowship grant.

The successful candidate:

- Will have obtained a PhD degree within 5 years of the fellowship start date. **Note:** *Periods with Leave of Absence should be excluded from the 5 years.*
- Will have a solid education in natural and technical sciences and a deep interest for interdisciplinary research.
- Can apply as a PhD student if the supervisor signs a declaration stating that the applicant is expected to graduate before the start date of the fellowship.
- Has established contact with a faculty member affiliated with Weizmann Institute, who has committed to being the primary research mentor for the duration of the fellowship.
- Has a significant association to the Danish educational system or research environment, e.g., by having graduated from a Danish University or by having several years of research experience at a Danish institution and a clear intention of returning to Denmark after the stay abroad.

IMPORTANT: *Please be aware that you may not be entitled to the same employment conditions during your stay at Weizmann Institute as those at your home institution. Specifically, privileges in connection with parental leave may differ. You are therefore encouraged to familiarize yourself with relevant rules and regulations, both at your home institution and the relevant municipality of residence in your home country, as well as at Weizmann Institute.*

Special rules for applications:

- a) An applicant can only submit one application for one of the Novo Nordisk Foundation's postdoctoral fellowship grants and cannot submit a new application to the Novo Nordisk Foundation while the application is under review. If the applicant receives a written rejection from NNF for the submitted application, the applicant may again apply for another grant.
- b) NNF does not allow double funding of project-specific expenses. If an applicant has applied for, or has received, funding for the project or parts of the project from others, this must be detailed in the budget of the application. If the applicant receives funding for the project or parts of the project from other sources following submission of the NNF application, NNF should be contacted as soon as possible.
- c) The project applied for can be partially funded by other mechanisms, but such co-funding must be clearly stated in the application.
- d) The general conditions that apply when receiving a grant from the Novo Nordisk Foundation can be found on our [webpage](#).

1.4 FUNDING

The total duration of the fellowship is up to 4 years. The Novo Nordisk Foundation will award approx. DKK 1 million per year, for a total of DKK 4 million per fellowship (*pro rata*).

Applicants may apply for funding for the following types of expenses (see section 3.4 for details):

- Salary for the applicant
- Operating expenses
- Equipment
- Conference participation
- Publication costs
- Travel
- Relocation expenses
- Bench fee
- Direct administrative expenses

Please note, that the funds will be given by the Novo Nordisk Foundation to the Danish hosting institution to administer for the entire duration of the fellowship.

The Novo Nordisk Foundation will not award funding for:

- commercial activities
- overhead

1.5 LANGUAGE

The application and any additional uploads must be written in English.

1.6 APPLICATION PROCESS

Before applying

The applicant must personally establish contact with a Weizmann Institute affiliated faculty member who will be the applicant's primary research mentor for the duration of the fellowship. This will ensure placement in a hosting lab at Weizmann Institute where the project will be carried out should the applicant receive a grant. The applicant should work closely with the Weizmann Institute principal investigator on the research proposal in the application and bring his/her own expertise and experience to the proposal process, as well as brainstorm potential other Weizmann Institute affiliated faculty members who could be co-mentor(s) on the interdisciplinary research conducted during the period at Weizmann Institute. In addition, the Weizmann Institute principal investigator will need to provide a letter of recommendation stating his/her commitment to hosting the applicant, and endorsement of the research project.

The Weizmann Institute is happy to guide you during this application process and help identify suitable research groups. We encourage applicants to contact Livnat Moses, Feinberg Graduate School, (livnat.moses@weizmann.ac.il) if you have any questions.

The applicant must also confirm their host institution in Denmark through a letter of commitment and recommendation by the Danish institution. Please ensure that the Danish host institution agrees to administering the entire grant should the applicant be selected, including transferring the annual instalments of project-related costs to Weizmann Institute of Science.

Innovation Centre Denmark at the Danish embassy in Tel Aviv is happy to help and guide with any relevant question that may be related to studying and living in Israel. Please contact Innovation and science attaché Ann-Christina Lange (anclan@um.dk / +972 547302129).

Applying and evaluation process

The application must be completed and submitted using NNF's online application and grant management system, NORMA.

Further information on how to access and navigate in NORMA can be found in chapter 2 and information about the required application content can be found in chapter 3. **Please read Chapter 3 for detailed information on expected format of the application, budget, and required uploaded documentation.**

The proposals are first evaluated by the [NNF Committee on Interdisciplinary Research](#). Up to 4 proposals are selected to be sent for evaluation by a committee at Weizmann Institute. As a part of their final evaluation, the committee at Weizmann Institute will carry out online interviews with the selected candidates.



When all applications have been assessed, applicants will be notified whether they have been awarded a grant. The notification e-mail will be sent from noreply@norma.novonordiskfonden.dk to the e-mail address entered on initial registration.

If selected

The awardee must accept the rules and regulations applicable to all fellows under the Weizmann postdoctoral training program at the Feinberg Graduate School, such as ethics, conduct and discipline, as detailed on the [Feinberg Graduate School website](#) and in communications from the Feinberg Graduate School.

Agreements for disclosure and assignment of Intellectual property rights for innovations made during the project period must be established between the fellow, the Danish hosting institution, and the Weizmann Institute. **Note:** *The postdoctoral fellow **may not** bring any proprietary work from his/her home institution to be carried out in Weizmann Institute facilities during the duration of the postdoc appointment.*

Please note as with all institutions worldwide, due to COVID-19, Weizmann Institute is constantly doing its best to accommodate for the effects of the pandemic and ensuring that the campus is a safe environment for research. If selected, the administration at Weizmann Institute appreciates your patience when formalizing the appointment to bring you to Israel and the Weizmann Institute campus safely.



NNF does not provide feedback in case an application is not selected for funding.

1.7 ASSESSMENT CRITERIA

NNF's Committee on Interdisciplinary Research will primarily assess the applications based on the following criteria:

- The interdisciplinary nature, novelty, quality, and ambition of the proposed research project
- The scientific excellence and personal drive of the applicant
- The appropriateness and involvement of the hosting research group at Weizmann Institute
- Letters of commitment and recommendation

2 THE APPLICATION AND GRANT MANAGEMENT SYSTEM – NORMA

Sections 2 and 3 provide guidance on completing and submitting an application through NNF's online application and grant management system NORMA. Section 2 contains general technical information, while section 3 contains information specific to the individual call. All

the fields of the application form must be completed in accordance with these guidelines and the instructions in NORMA.

2.1 USER REGISTRATION

NORMA can be accessed through links on NNF's website or directly at: <https://norma.novonordiskfonden.dk>

Before you begin, please read the instructions on the login page.

If you do not have a user profile in NORMA, you can register by clicking on REGISTER AS [APPLICANT/ORGANISATIONAL APPLICANT]. You will be asked to fill in a contact form, which will appear in a new window. The main applicant should only have one user profile. Use your work e-mail address for registration. After the registration, you will receive an e-mail with your username and password. You can now log in to NORMA. When you log in for the first time, you will be asked to change your password.

Applicants who have previously applied for a grant from NNF or have an active grant may already have a user profile in NORMA. If you are in doubt, an existing user profile can be retrieved by clicking FORGOT PASSWORD and entering an e-mail address. If you have a user profile in the system, you will receive an e-mail with login information and a new password within 5–10 minutes.

A registered user who submits an application is legally responsible for the truthfulness of the content of the application.

If you experience technical problems, please contact NORMA Support: norma-support@novo.dk.



An applicant cannot change the e-mail address provided at registration. Please contact NORMA Support if you need to change your e-mail address.

2.2 CREATING AN APPLICATION

To initiate a new application, you first need to identify the call and grant you wish to apply for. From the Applicant portal in NORMA, scroll down to the OPEN CALLS section, where all currently available calls are visible. Use the search filters at the top of the section to filter by e.g. overall funding area or geography.

Initiate an application by clicking the blue APPLY NOW button. Your draft application is then created and will remain a draft version until you actively submit the application.

You can create and subsequently edit a draft version of the application until the deadline. A draft application can be saved by clicking SAVE DRAFT and may be cancelled at any time up to

the deadline by clicking the button CANCEL APPLICATION. An application is not submitted to NNF until an applicant has clicked SUBMIT.

The application comprises tabbed sheets that need to be completed but not necessarily in chronological order. Fields marked with a red star (*) are obligatory to fill in.

You can review the application at any time by clicking OPEN under MY APPLICATIONS on the Applicant Portal in NORMA. The whole application, including any currently entered data, can be downloaded as a PDF file by clicking on APPLICATION PDF. Make sure the PDF is readable and formatted appropriately before submitting your application.

2.3 TEXT AND ILLUSTRATIONS

FILLING IN THE FIELDS

For all applications, the individual fields must be completed in accordance with these guidelines and the instructions supplied in NORMA.



To prevent loss of data, it is essential to press SAVE DRAFT before you leave NORMA or navigate in the system.

APPLICATION TEXTS

Text from Word, for example, can be copied and pasted into most text fields of the application. It is, however, important to check that formatting, special letters, and symbols have not been converted or lost in the text fields after copying and pasting. If the formatting looks wrong in NORMA and in the PDF, you can try to change all text to “Normal” under the tab FORMAT.

The available functions for formatting text are at the top of the text fields. Some shorter text fields do not have the option to format.



For readability purposes, standard fonts, font size 11-12, and line spacing between 1.0 and 1.5 must be used.

ILLUSTRATIONS

Illustrations with figures, charts, tables, images etc. related to the project description can be uploaded under PROPOSAL (a maximum of four illustrations are allowed). Include the illustration number and a legend or caption for each illustration file when uploading. The illustrations will be integrated in the final application PDF.

The following file formats for illustrations are accepted in the system: JPG, JPEG, PNG and BMP. The maximum accepted size for each illustration is 1050*1650 pixels.

2.4 SUBMITTING THE APPLICATION

The application in its entirety must be submitted electronically via the application system by clicking SUBMIT. It is not possible to submit an application or any part of it by standard mail or e-mail. Any material submitted outside the application system will not be included in the evaluation and will not be returned.

All applicants must read and accept NNF's Standards for Good Research Practice before submitting the application. A link can be found under "Policies" in the top right corner of the window. Further, the applicant must declare that the information provided in the application is true and accurate.

An application cannot be submitted unless all the required fields have been completed. Fields in the application that are incorrectly completed or incomplete will be listed in a box at the top of the screen. Clicking on each individual line marked in red takes you directly to the incomplete field. The box will disappear when you select SAVE DRAFT. This allows you to continue with the application and submission.



A list of any incorrect or incomplete entries will be autogenerated when you click SUBMIT. Amending incorrect or incomplete entries can be time-consuming, so we recommend submitting applications well before the deadline.

If you wish to modify a submitted application before the deadline, it is possible to reopen the application. Be aware that the application must be resubmitted before the deadline. Applications cannot be modified after the submission deadline.

Once the application has been submitted, a confirmation of receipt will be sent to the e-mail address used for logging into the system. If you do not receive a confirmation of receipt (please check your spam folder), you should contact NNF as soon as possible using the contact details on page 3.

If you wish to withdraw a submitted application after the deadline, you must contact NNF via e-mail, using the contact information on page 3.



Please remember to check that the PDF version of the application is legible and contains all entered information and uploads before submitting the application.

3 APPLICATION CONTENT

This section provides guidelines on the content required in the sections of the online application form for this call, and best practice of how to apply for this specific call.

3.1 APPLICANT

The applicant tab contains various sections with information about the main applicant:

- Personal information
- Educational information
- Current institution
- Experience
- Previous and Current Grants from NNF

MAIN APPLICANT

CV: can be a maximum of 4,000 characters. Please include in your CV a short bibliographic overview summarizing total number of peer-reviewed publications, number of first authorships, number of corresponding authorships, and number of citations.

Publication list: Can be a maximum of 5,000 characters. First, applicants should include a link to an updated profile with a full publication list for the applicant on either Google Scholar, Web of Science, or Scopus. Below state up to the 10 most relevant publications for evaluating your merits. Include a complete specification of all authors for each publication with your own name highlighted.

PREVIOUS AND CURRENT GRANTS FROM NNF

If you have previously submitted other applications in the same calendar year, summarize how these applications are related to the current application.

If you have received any grants from NNF as an applicant or a co-applicant within the past five years, you must provide the application number, project title, grant period (in years), grant amount and the percentage share of the grant (100% if there is no co-applicant). Briefly summarize how any of the grants are related to the current application.

3.2 INSTITUTION

Please provide information about the institution where the grant will be administrated. This institution is where you will be employed during the grant period and the institution which will be responsible for budgeting, accounting and staff supported by the grant.



Registering a new administrating institution in NORMA can take up two working days. The application can be edited but cannot be submitted before this information is registered. We therefore recommend that you register an administrating institution in good time.

3.3 PROPOSAL

Describe the project using the following fields on the PROPOSAL tab:

PROJECT TITLE

Please provide a short title for the project (maximum 150 characters, including spaces).

BRIEF PROJECT DESCRIPTION

Please provide a brief stand-alone summary of the project describing its purpose and activities (maximum 2000 characters, including spaces).

PROJECT DESCRIPTION

Please describe in detail your proposed project that will be conducted at the Weizmann Institute with the faculty affiliated principal investigator. Please include purpose, background, methods, collaborations, and the significance of the project. The proposal must clearly demonstrate the nature of interdisciplinarity (i.e., the merging of at least two different disciplines) and its novelty. If identified, please indicate potential co-mentor(s). A brief outline of how the grant period is planned and distributed between Weizmann Institute and the Danish hosting institution should be included.

Please also describe the continuation of research activities upon return to Denmark and if relevant, the potential career trajectory following the grant period within the Danish research environment (maximum 20,000 characters, including spaces).

Do not use abbreviations and limit the use of acronyms. The applications will be assessed by a committee that are not necessarily experts within all disciplines covered by the call. An abbreviation might have different meanings in different disciplines.

ILLUSTRATION UPLOADS

A maximum of four illustrations of 50 mb each can be uploaded here. Accepted formats are .jpg, .png, .gif, .bmp.

LITERATURE REFERENCES

Please provide the reference information for the literature cited in the project description (maximum 4000 characters, including spaces).

LAY PROJECT DESCRIPTION

Please provide a brief summary for non-experts in lay language. If the application is awarded a grant, the text may be used for publication (maximum 1000 characters, including spaces).



Please note that the application should address all the assessment criteria listed in subsection 1.7.

3.4 BUDGET

The budget only comprises the information entered in the BUDGET tab. Additional budget information attached under UPLOADS or added under other tabs than BUDGET will not be considered. The budget must be entered in budget years following the grant period and not calendar years.

GRANT PERIOD

Before you can fill in the budget template, start by entering the start and end dates for the grant. NORMA then generates a grant period in whole years, which is reflected in the budget template. The grant period is the duration of NNF's grant for the project, which for this call is up to 4 years.

Important: If you make any changes to the grant period after filling out the budget, you must clear the budget table before making the change to the grant period.

The total amount applied for should be up to DKK 4 million with approximately DKK 1 million per year. **A minimum of DKK 210,000 must be requested per year for total project-related costs (i.e., operating expenses, equipment, conference participation, travel, publications cost, and bench fee).** The funds for this entire portion of the budget will be transferred from the hosting Danish institution to the Weizmann Institute during the period that the postdoctoral fellow is working at Weizmann Institute. The applicant should discuss and get the Weizmann Institute's hosting principal investigator's approval on the use of these funds before submitting the application.

Applicants may apply for funding for the following types of expenses:

- **Salary for applicant**, including pension, according to collective agreements of Danish public institutions for postdoctoral fellows. Applicants should also check with the Feinberg Graduate School at Weizmann Institute on any minimum salary required for postdoctoral fellows. *Salary for other people than the applicant (scientific or administrative) employed on the project cannot be covered by this grant.*
- **Operating expenses** related to the research, including consumables, chemicals, and reagents.
- **Equipment** required for the project, however not exceeding 20% of the budget total.
- **Conference participation.** Up to DKK 50,000 per budget year can be requested for travel and registration expenses in relation to presenting the project at conferences and workshops.
- **Travel** expenses directly related to the project, i.e., experiments carried out in other labs for a limited period.
- **Publication costs** of results emanating from the research project (up to DKK 25,000 per budget year).
- **Bench fee** can be included in the budget for support of individual researchers to cover expenses needed to conduct the proposed research. Bench fee is calculated per academic employee actively working on the project and may only be used for expenses that are related to the research project and which cannot be included within another individual budget category. The budget must specify the expenses covered by the bench fee, which may include:
 - Common or shared laboratory expenses and consumables
 - Laboratory utilities (electricity, gas, water)
 - Maintenance of essential equipment
 - Service contracts
 - Technical and IT support

Note, that bench fee cannot cover rent, administrative support, representation, social contributions etc. To include a bench fee in the budget, the fee must be a part of the general expense policy of the administrating institution, and it must apply for all employees independently of funding source. Documentation that the administrating institution has a general bench fee policy should be included in the Hosting Letter from the administrating institution enclosed as link or appendix. An unspecified bench fee without documentation will not be accepted. Maximum DKK 8,000 per month per FTE working on the project.

- **Relocation expenses** related to travelling and relocation to and from Denmark. A total supplement of up to DKK 100,000 for the recipient and possibly family. **Note:** *this budget category must align with the submitted plan for how the grant period is distributed.*
- **Relocation expenses** related to living abroad (up to DKK 60,000 per year (*pro rata*) for the years spend abroad for visa, etc., for awardee and possibly family). Additional 50,000 per year abroad can be requested if the applicant has children.
- **Direct administrative expenses** up to 5 % of the funding applied for. The following applies:
 - can cover non-scientific, administrative expenses in relation to the project, such as accounting, administration related to payment of salaries and purchasing, hiring, as well as auditing and financial reporting on the project,
 - cannot cover administrative expenses that are not directly related to the project,
 - is not automatically included in the grant and must be stated/applied for in the application budget but should not be specified in detail.

Complete the budget as follows:

- Click on the blue OPEN/EDIT icon to open a budget in a pop-up window.
- Click the + key to add budget rows.
- Select one of the budget headings, enter an amount under VALUE (DKK) and specify what the amount is for under DESCRIPTION.
- All amounts must be stated in Danish kroner (DKK) without decimal points, commas, or spaces. NORMA automatically inserts the thousands separator.
- Save and close the budget spreadsheet by clicking SAVE and CLOSE (in that order) and then return to the BUDGET tab.

Any comments about the budget can be entered in the SUPPLEMENTARY INFORMATION field.

Funding, both received and applied for, from the applicant's own organisation and from other sources should be entered under ADDITIONAL CONTRIBUTIONS FOR THE PROJECT. The amount entered should be the total sum for the entire grant period. The NNF does not allow double funding and there can be no budgetary overlaps between projects. The INFORMATION FOR ADDITIONAL CONTRIBUTIONS field must clearly describe what the additional contributions cover and how the project proposed in this application is different from the project already funded or applied for from other parties than NNF. If the applicant, after submitting the application, receives funding for the project or parts of the applied project from others, the NNF must be contacted as soon as possible.

The way in which the budget is set up influences any later financial reporting to NNF. Please note that the financial accounts must have the same headings as the budget posts in the application.



Applicants may only apply for the types of expenses listed in subsection 3.4.

3.5 APPENDICES

- 1 signed letter of support from the hosting Weizmann Institute affiliated faculty member including an endorsement of the proposed research project (*Support Letter*).
- 1 signed letter from the Danish hosting institution, that also guarantees the return and integration to this institute following the years at Weizmann Institute, and confirms its role in administering the fellowship throughout the entire grant period, and that it is aware of and accepts the Weizmann Institute's rules regarding IP rights. Must be signed by the head of the institute (*Hosting Letter*).
- 1 other professional letter of support (*Support Letter*).
- If relevant: A statement confirming expected completion of PhD before fellowship start date from current PhD supervisor (only in case the applicant has yet to complete his/her PhD) (*Support Letter*).

All uploads must be in PDF format. NORMA automatically places these uploads at the end of the application. Please respect the page limitation and the upload requirements stated in the call. Uploads in excess of these limits may not be considered for evaluation.

November 2021

The Novo Nordisk Foundation

The Novo Nordisk Foundation is an independent Danish Foundation with corporate interests. The objective of the Novo Nordisk Foundation is twofold: To provide a stable basis for the commercial and research activities conducted by the companies within the Novo Group and to support scientific and humanitarian purposes.

The vision of the Novo Nordisk Foundation is to contribute significantly to research and development that improves the lives of people and the sustainability of society.