



GUIDE FOR APPLICANTS

CEIPEX – CEITEC PROFESSIONAL EXPERTS

(co-funded by Marie Skłodowska-Curie actions)

Call: CEIPEX-2025



**Co-funded by
the European Union**

Introduction

Welcome to the CEIPEX – CEITEC Postgradual EXperts – an excellent postdoctoral fellowship programme at the CEITEC to provide an attractive environment for postdoctoral fellow mobility by focusing on a scientifically excellent and thematically compact academic research institution that has established a strong network of connections with a regional industrial sector.

Programme aims

The programme seeks to attract 20 postdoctoral researchers to conduct their research projects across various departments and institutes of the CEITEC consortium in Brno. Each fellowship will span from 12 to 36 months with planned 10 fellows applying in 2025 call and another 10 fellows in 2026. The incoming international CEIPEX fellows will be able to carry out projects that build bridges across disciplines covered by the CEITEC consortium, span across academic and industrial sectors and receive training to propel their career in both worlds.

Duration and budget

The CEIPEX programme is scheduled for 60 months from October 1, 2025 to September 30, 2030. It is implemented within the HORIZON-MSCA-2024-COFUND-01 call with the EC contribution of €3,196,000. It is expected that half of the budget will be allocated for the first call in 2025 and the second half for the 2026 call.

Programme Management

Programme Coordinator

JCMM (The South Moravian Centre for International Mobility) is a specialised, non-profit organisation aimed at attracting students and researchers to the SMR (South Moravian Region, southern part of the Czech Republic, population approx. 1.2 mil inhabitants), improving conditions for the development of talented students and researchers and providing career counselling to the public. JCMM is the COFUND beneficiary responsible for management of the programme which includes namely: to prepare and promote the calls for proposals, communicate with applicants, and manage the evaluation and selection process, grant negotiations, administration of the grants.

Implementing Partner – CEITEC Consortium (institutions hosting the fellows)

CEITEC is a Brno-based centre of scientific excellence in the fields of life sciences, advanced materials and technologies focusing on both basic and applied research that contribute to the improvement of the quality of life and human health. CEITEC offers a state-of-the-art infrastructure and great conditions to employ excellent researchers. It is a consortium whose partners include the most prominent universities and research institutes in Brno: Masaryk University (MU), Brno University of Technology (BUT), Institute of Physics of Materials (IMP), Mendel University (MENDELU), University of Veterinary Sciences (VETUNI), Veterinary Research Institute (VRI). Partner institutions of the CEITEC consortium will conclude employment contracts with selected applicants. Individual fellowships will be managed by project/grant offices at the consortium partner institutions.

Associated Partners (APs¹)

26 Associated Partners, who represent the best the region has to offer in terms of R&D in the private sector, will participate without financial contribution into the budget. A choice of Associated Partners was guided by existing connections to research in CEITEC's Research Areas that were developed in

¹ AP - associated partners - economic entities that are listed in the contract with EU and should contribute towards the implementation of the CEIPEX programme offering training, internships and collaboration

line with regional S3 strategy of SMR². The APs will contribute to the mobility, research and training of the fellows by offering up to one-year long secondments and by providing a private sector dimension to the training program. Their financial contribution beyond in-kind provision of infrastructure and workspace will be handled on a case-by-case basis by separate bilateral agreements.

Eligibility criteria and application requirements

Level of experience

At the date of the call deadline of the programme (31 December 2025), researchers must be in possession of a doctoral degree or have successfully defended their doctoral thesis but have not yet formally been awarded the degree.

Mobility rule

Applicants must not have resided or carried out their main activity (work, studies) in the Czech Republic for more than 12 months in the last 3 years prior to the deadline for proposal submission (31 December 2025). Compulsory national service and/or short stays such as holidays are not taken into account. They cannot hold a permanent position at CEITEC at the time of submission.

Hosting labs at the Implementing Partner

To ensure interdisciplinary nature of the research, the CEIPEX fellows will be hosted jointly by two PIs from the CEITEC consortium. Cooperation across domains will be particularly encouraged.

Secondments

The fellows may spend up to 30% of the total fellowship duration on secondments in non-academic institutions if such stays are justified and would positively impact their research. Fellows can choose their secondment host institution from the list of CEIPEX associate partner companies (see the [ceipex.cz](https://www.ceipex.cz) webpage³). The minimum duration of the secondments should be 1 month, distinguishing them from short visits, such as participation at conferences. During the secondment the PFs will continue to receive full support from the CEIPEX program. If this is to be supplemented from the AP's side, the exact conditions will be negotiated bilaterally between the AP and the program coordinator with participation of all relevant stakeholders (CEITEC PIs & fellows).

Research at CEITEC consortium

The prospective CEIPEX fellows are to exploit this rich research landscape and define a research project that ideally: (i) bridges across different disciplines, (ii) exploits the cutting-edge research infrastructures, (iii) synergizes with the research interest of at least two CEITEC PIs and (iv) has the potential to become disseminated and/or exploited in collaboration with one of the associated partners.

Research priorities

A research topic is chosen freely by the applicant, but it must be in line with the broad research domains supported by the CEITEC consortium. The main research areas pursued at CEITEC are represented by the eight Research Programs of the consortium: 1) Advanced Nano and Microtechnologies, 2) Advanced

² S3 Strategy - The S3 Strategy in the South Moravian Region (JMK) is an abbreviation for the Regional Innovation Strategy (RIS JMK) 2021–2027. It is a key strategic document that defines measures and objectives for developing the region's competitiveness through the support of innovation, science, research and education. The RIS JMK is also the regional annex to the National RIS3 Strategy and its aim is to make the innovation ecosystem more efficient, strengthen its partners and support the economic development of the region.

³ See the webpage: <https://www.ceipex.cz/secondments>

Materials, 3) Industrial Cybernetics, Instrumentation and Systems Integration, 4) Structural Biology, 5) Genomics and Proteomics of Plant Systems, 6) Molecular Medicine, 7) Brain and Mind Research and 8) Molecular Veterinary Medicine. Within these research areas 52 independent research groups investigate various topics broadly related to each of the Research Program priorities, providing a large and diverse research landscape for the CEIPEX fellow, as described below. You will find this overview in the CEIPEX webpage as well more specific information on the focus of research groups.

Tab. 1 CEIPEX Research Landscape

CEITEC PROGRAMME – Level 1 (consortium partner)	RESEARCH TOPICS – Level 2	CORE FACILITIES
Advanced Nano and Microtechnologies (BUT, IMP)	Experimental biophotonics Fabrication & characterisation of nanostructures Development of methods & modelling Magneto-optical & THz spectroscopy Nanostructures at surfaces Nanomagnetism & spintronics Epitaxial materials Future energy	CEITEC Nano Biophotonics EM & Cryo-EM NMR Proteomics Crystallography Nanobiotechnology Functional Imaging Genomics Cellular Imaging Plant Sciences Bioinformatics
Advanced Materials (BUT)	Advanced ceramic materials, polymers & composites Advanced low dimensional nanomaterials Advanced biomaterials Plasma technologies High performance materials for industry Bioelectronics materials and devices	
Industrial Cybernetics, Instrumentation and Systems Integration (BUT)	Advanced instrumentation and methods for materials characterization Cybernetics and robotics X-ray tomography 3D printing & manufacturing Automotive applications of robotics Machine learning	
Structural Biology (MU)	Structural virology RNA biology & regulation Glycobiology Protein-protein and protein-membrane interaction Non-coding genome Protein structure and dynamics; protein-DNA interactions Coupled transcription & translation, translational control Phase separation in transcription	
Genomics and Proteomics of Plant Systems (MU, MENDEL)	Cytogenomics Functional genomics, proteomics Molecular, cell and developmental biology of plants Hormonal crosstalk Chromatin complexes Production biology Biomolecular condensates Telomere biology and evolution Stress in plant system	
Molecular Medicine (MU)	Medical genomics Molecular oncology of solid tumors Transcriptional regulation of inherited disease RNA quality control RNA and immunity Microenvironment of immune cells Functional genomics Cancers of the blood RNAi screening	
Brain and Mind Research (MU)	Behavioural, societal neuroscience Applied neuroscience Multi-modal and functional neuroimaging Stress and transgenerational inheritance Deep brain stimulation	
Molecular Veterinary Medicine (UVS, VRI)	Molecular microbiology Animal immunogenomics Animal cytogenomics Mammalian reproduction Non-model vertebrate species	

Supervision

The applicants should designate two supervisors to oversee their research throughout the project. Names and departments are to be provided in the electronic application. The choice of the primary supervisor is mandatory. Within the proposal, the applicants have to justify the relevance of the chosen supervisors to the project. They should fulfil the following basic criteria:

- expertise in the given field (at least 10 years since obtaining a doctoral degree)
- leadership skills (at least 5 years as a team/department/lab/unit leader)
- international exposure (at least 3 years of work experience in an international team)
- supervisor is prohibited from being in any family relationship or ties with a fellow.

Call timeline

Call for proposals open	October 1 – December 31, 2025
Eligibility check	January 2026
evaluation by external evaluators	February to April 2026
Steering Committee meeting	May 2026
2025 call results announcement	May 2026
Grant agreements negotiations	May 2026 onwards
Projects starts	till the end of 2026 (1.1.2027 at the latest)

Note: The dates indicated in the table are subject to change depending on the complexity of the evaluation process or other unforeseen circumstances.

Financial regime

COFUND allowance

The COFUND living allowance (CLA) represents the full wage costs of a researcher totalling €4,700 per month. Gross salary amounts approx. €3,500 per month⁴. The net salary results from deducting all compulsory (employer/employee) social security contributions as well as direct taxes (i.e. income tax) from the gross amount and is dependent on the exchange rate. The IP may pay a top-up to the recruited researcher in order to complement this contribution. The rate indicated above is for researchers devoting themselves to the activity on a full-time basis. In exceptional cases, part-time employment for personal reasons, if duly justified, can be accepted. In such cases, costs will be reported as pro-rata of the full-time (30 days/month) unit cost.

Family allowance

The family allowance of €350 per month before tax will be paid in case the researcher has family obligations. In this context, family is defined as persons linked to the researcher: (i) by marriage, (ii) by a relationship with status equivalent to a marriage recognised by the legislation of the country or region where this relationship was formalised, and (iii) as dependent children who are maintained by the researcher. The family status of a researcher will be determined at the call deadline and can be revised during the fellowship.

Mobility allowance

A allowance of €50 per month to cover partially or totally the costs associated with mobility of a researcher – such as expenses related to researcher's relocation and relocation of family members; the cost of family visits; costs of running "two households" (i.e. household in Brno and household in the country of residence) etc.

Research costs

⁴ According to the Czech Statistical Office, the average gross wage in the 2Q/2025 was €1,976/month

This contribution covers expenses related to the fellow's research costs (e.g. purchase of consumables, lab supplies, chemicals, HW/SW), equipment (costs for small-scale equipment essential for the project; note that large-scale investments are usually not eligible), travel and subsistence for research activities (expenses for fieldwork, conferences, fairs, data collection trips, or visits to external research facilities); publication costs (e.g. open access fees), and access to research infrastructure (costs associated with accessing specialized equipment or facilities not available at the host institution). The contribution for research costs is €800 per month (not included in the researcher's salary).

Other/training

A monthly contribution of €100 will be available to the fellows to meet their additional training needs not covered by the CEIPEX training scheme. This can include participation in external training: fees and travel costs for attending external training programs, courses, or sessions; language training: costs for language courses if they are essential for the researcher's integration and project activities; professional development such as training in transferable skills such as project management, entrepreneurship, ethics, communication and/or other types of training contributing to development of skills and knowledge under Academy Track or Business Track.

The items in the budget should be calculated in a table included in the application template.

Selection process

The selection process includes the following steps:

Eligibility check

Each proposal will be reviewed against the set of eligibility criteria:

- The researcher complies with the eligibility criteria on qualification and international mobility.
- The research topic responds to the eligible research priorities of the CEITEC consortium.
- The proposal is submitted before the call deadline, is complete, written in English, and adheres to the font size and page limits.

This assessment will be done by Programme Coordinator (with possible consultations with the implementing/host institutions).

Scientific evaluation

Proposals that pass the eligibility check will undergo an independent evaluation by international experts specializing in the proposal's scientific domains. Each proposal will be evaluated by 3 experts.

The proposals are judged on the quality and relevance of the research and training plan, transfer of knowledge, the researcher's future career prospects, open science attributes, communication and dissemination of project results. In line with the rules for MSCA and the Charter & Code, the following selection criteria and sub-criteria will be applied:

Excellence	Impact	Quality and Efficiency of the Implementation
Quality, innovative aspects and credibility of the project's research, level of novelty, methodology, consideration of the inter/multidisciplinary aspects and gender dimension	Enhancing research- and innovation-related human resources, skills, and working conditions to realise the potential of individuals and to provide new career perspectives	Overall coherence and effectiveness of the work plan, including appropriateness of the allocation of tasks and resources
Clarity and quality of transfer of knowledge/training for the development of the researcher in light of the research objectives	Effectiveness of the proposed measures to communicate project activities and results to different target audiences.	Appropriate management procedures, including quality management and risk management

Quality of the supervision and the hosting arrangements	Relevance of the proposed project to the research landscape of CEITEC and envisaged co-operation with industry/application sector	
Motivation statement for choosing research track, clarification how a track aligns with personal and professional aspirations		
Weighting		
50 %	30 %	20 %
Priority in case of ex aequo		
1	2	3

Evaluation scores are awarded for each of the three criteria but not their individual elements. Each criterion is scored on a scale of 0 to 100. The minimum threshold score for each criterion is 70 points. The total score is also subject to a threshold of 70 points. For the criterion under examination, the scores indicate the following:

Failed (0)	Proposal fails to address the criterion or cannot be assessed due to missing or incomplete information.
Poor (1-20)	The criterion is inadequately addressed, or there are serious inherent weaknesses.
Fair (21-40)	Proposal broadly addresses the criterion, but there are significant weaknesses.
Good (41-60)	Proposal addresses the criterion well, but a number of shortcomings are present.
Very Good (61-80)	Proposal addresses the criterion very well, but a small number of shortcomings are present.
Excellent (81-100)	Proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.

Steering Committee

The Steering Committee (SC) is a selection, advisory, and monitoring body composed of 8 experienced and renowned experts appointed by the coordinator. The SC will be headed by an expert familiar with the life and materials sciences research topics at CEITEC. A deputy SC head will be an independent expert covering the expertise complementary to the SC head (i.e., life or materials science). Overall, the SC will comprise of the head and three Czechs, four foreign experts, five representatives from academia, and at least two with industrial backgrounds. The SC will be responsible in particular for:

- Evaluation and selection process
- Fellowship monitoring, providing feedback and consultations, proposing adjustments, and conflict resolution

Employment

Each fellow will be recruited by CEITEC under a full-time employment contract unless otherwise justified by personal or family reasons (such as childcare) and will be a subject of prior approval from the European Commission. The fellows will be entitled to adequate and equitable social security provisions (including sickness and parental benefits, pension rights, and unemployment benefits) in accordance with existing national legislation and collective bargaining agreements. The Czech Republic offers comprehensive health insurance coverage. The insurance also includes dependent children.

Recruited fellows will be requested to provide a proof of their eligibility regarding their status (doctoral degree, mobility rule, family status, language skills, etc.) before signing the work agreement. This can be demonstrated by, but is not limited to, the following documents:

Doctoral degree – a verified copy of the diploma or confirmation of dissertation defence

Mobility rule – work contract with previous employers, confirmation of doctoral studies, rental agreements or other documents verifying compliance with the mobility conditions.

Eligibility for family allowance/Marital status – marriage certificate / partnership certificate / birth certificate of a dependent child

Euraxess and help with reallocation

There is a local office of the Euraxess sited within the JCMM premises in the centre of Brno. The Euraxess staff provides principal advice and assistance to the researchers and their families free of charge; however specialised services (e.g. tax or legal issues, etc.) may require additional advice. CEITEC MU will offer successful fellows the free of charge services of its Welcome Office. There are other institutions and initiatives in the city of Brno that help to integrate incoming foreigners and their families (Centre for foreigners of SMR, <https://www.cizincijmk.cz/en/>) or Brno Expat Centre focusing more on foreign professionals (<https://www.brnoexpatcentre.eu/>). In addition, information about living, working and doing business in Brno can be found at <https://en.brno.cz/>.

Contact the regional (Brno & South Moravian Region) representative for more information:
Ms.Martina Šatinská, email: martina.satinska@jcmm.cz / GSM: +420 724 803 394

Contact point for CEIPEX

Mr. Michael Doležal
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Česká 166/11
CZ - 602 00 Brno

email: ceipex@jcmm.cz
GSM: +420 602 735 910

General instructions for filling part B of the application

First, download the template from the CEIPEX web page (<https://www.ceipex.cz/application>)

All parts of the application **must be written in English**.

General Information

Fill-in the General Information first with your identification in the A. Overview and B. Abstract (this part is identical with the same part in the electronic application).

Sections 1- 3 (Excellence, Impact, Implementation)

Page limit: Sections 1 - 3 together (i.e. Excellence, Impact, Implementation) should not exceed 10 pages. This section is clearly marked by red indicators. The start page, the end page and pages related to overview, abstract, CV, ethics and a part related to participating organizations do not count into this limit. All tables, figures, references and any other element pertaining to these sections must be included as an integral part of these sections and are thus counted towards this page limit. The page limit for this part of the proposal will be applied therefore, you must remove instructions related to each paragraph and replace them with your own text.

The page size is A4, and all margins (top, bottom, left, right) should be at least 25 mm (the header contains a proposal acronym, you should write in, and the footer contains the page numbering).

The reference font for the body text of proposals is 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. This applies to the body text, including text in tables.

Text elements other than the body text, such as headers, foot/end notes, captions, formulas, etc. may deviate, but must be legible and not be less than 9 points.

Curriculum Vitae

This section is limited to maximum 2 pages and should include the standard academic and research record. A template is provided. Any research career gaps and/or unconventional paths should be clearly explained so that this can be fairly assessed.

Capacity of the Participating Organisations

Applicants must complete the appropriate table in the template, which will give input on the profile of the organisation as a whole. Complete one table of maximum one page per hosting institution or partner organisation (min font size: 11).

Ethics

All research funded by the EU must strictly follow the highest ethical standards. Applicants are reminded that certain activities are not eligible for funding under any circumstances, such as human cloning for reproductive purposes, modification of the human germ line, the creation of human embryos solely for research, any research with direct military applications, etc. Proposals must therefore fully respect these rules and demonstrate compliance with EU ethical requirements.

All applicants are required to complete an “**Ethics Issues Table (EIT)**” in the proposal. Applicants who flag ethical issues in the EIT have to also complete a more in-depth **Ethics Self-Assessment** – see below the content of the assessment and

1) Describe how the proposal meets the EU and national legal and ethics requirements of the country/countries where the task raising ethical issues is to be carried out, in particular:

- the EU legislation on Ethics (e.g. Directive 2010/63/EU of the European Parliament and of the Council of 22 September 2010 on the protection of animals used for scientific purposes, existing EU legislation on data protection and privacy etc.);
- national legislation and good practices on research ethics;
- ethical requirements of any TC (Third Countries) where research raising ethical issues are to be carried out.

2) Explain in detail how you intend to address the ethical issues flagged in the EIT, in particular with regard to:

- the research objectives (e.g. study of vulnerable populations like elderly people, sick or illiterate persons, cooperation with a Third Country, dual use, etc.);
- the research methodology (e.g. clinical trials, involvement of children and related information and consent/assent procedures, use of human tissues from blood banks, interviews with healthy adult volunteers, data protection and privacy issues related to data collected, etc.);
- the potential impact of the research (e.g. dual use issues, environmental damage, stigmatisation of particular social groups, political or financial retaliation, benefit-sharing, malevolent use, etc.).

Electronic application

The system for registering applicants and submitting their research proposal is paperless. Go to the web page of CEIPEX, www.ceipex.cz. At the homepage you will see two icons on the right-hand side.

You have to first use the “Register” button, that will register you as an applicant and create your own personal account. When you re-enter the system, use the “Login” button.

[Registration for Applicants in the System](#) |  [Uložit](#)

Registration for Applicants in the System

Login (=Email):		
Password:		
First Name:		
Surname:		
Telephone (incl. int. area code):		
Date of Birth:		dd.mm.rrrr 
Country of Origin:		

Statement of consent to the processing of personal data

You have to create your account by using an active email, choosing a password and providing your personal data (name, surname, telephone contact, date of birth and country of origin). Further you have to give us your consent to process personal data. This is done by scrolling down the screen and clicking on the “I agree” button.

I agree:


☐

Finally, you have to scroll up to save the page by clicking on the “Register to the system” = the save button. Further you will proceed to the part “Registration for project application” in which additional identification data, information on your education, employment, scientific project and supervision are sought. To access the items in the registration page, click on “Edit” button. The mandatory items are indicated in the red colour, non-mandatory in blue. Again, do not forget to give a consent to processing

your data (bottom page) and save the information after any change or addition. In this section you will have to upload your completed application research proposal (marked as Part B, upload it in a pdf format). When fully completed the data need to be submitted. The system doesn't allow multiple registrations; therefore, one applicant can submit only one research proposal (one person=one proposal).

 application

Registration for project application (for Applicants) |

Ceipex 2025

 Edit |
  SUBMIT |
 Registration to: 31.12.2025

ORCID (optional):	
Citizenship:	
Tax residency:	
Temporary address (if applicable):	
Passport No:	
Family Allowance:	Yes
Gender:	Male
Education	

The deadline is 31 December 2025. Please, try not to wait until the very last moment to submit your application. The system can get busy near the deadline, and we'd like to make sure your submission goes through smoothly.