



## Contest rules

Ref. S3JU/LC/019-CNT

*SESAR 3 JU Prize for Young Scientist Award 2024*

21 March 2024

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# 1 Introduction - What do I need to know?

## 1.1 What is SESAR?

The **Single European Sky Air Traffic Management Research and Development** (“SESAR”) project aims to modernise the air traffic management (ATM) in Europe and represents the technological pillar of the Single European Sky (SES). It aims to provide the European Union with a high performance air traffic control infrastructure, which will enable the safe and environmentally friendly development of air transport.

## 1.2 What is the SESAR Young Scientist Award?

The **SESAR Young Scientist Award 2024** (YSA 2024) aims to recognise young scientists with high potential, contributing to the scientific research in the field of air traffic management and aviation (including the domains covered by the nine SESAR 3 JU flagships described in [Strategic Research and Innovation Agenda](#) (SRIA)). In addition, the award also provides a mechanism for further professional development.

The SESAR Young Scientist Award is a financial reward or “Prize”<sup>1</sup> for the individual scientific achievements. It will be awarded following a public contest.

The SESAR Young Scientist Award 2024 is published and managed by the SESAR 3 Joint Undertaking (hereafter referred to as the “SESAR 3 JU”) and the result will be announced at its **SESAR Innovation Days** (SIDs) event, planned in Rome, 11-15 November 2024<sup>2</sup>, which is the main forum for dissemination of SESAR Innovative Research results and for interaction with the wider ATM research community and industry representatives.

**NB: the present Contest is NOT a PhD or similar study funding programme<sup>3</sup>.**

Applicants can apply to one of the following two categories:

- PhD; or
- Student.

The (up to) three short-listed Applicants for each category will be invited to join the SESAR Innovation Days 2024, where the winner of each category will be publicly announced.

- The winner of the **PhD** category will receive a prize of **EUR 10 000**.
- The winner of the **Student** category will receive a prize of **EUR 5 000**.

The (up to) three short-listed Applicants for each category will receive:

- a symbolic trophy,

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<sup>1</sup> Please refer to Article 43 of the REGULATION (EU) 2021/695 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 28 April 2021 establishing Horizon Europe – the Framework Programme for Research and Innovation, laying down its rules for participation and dissemination.

<sup>2</sup> The SESAR 3 JU may reimburse the travel expenses (travel and accommodation) of the shortlisted applicants, in accordance to Commission Decision C(2007)5858 of 5 December 2007 establishing rules on the reimbursement of expenses incurred by people from outside the Commission invited to attend meetings in an expert capacity (available at: [http://ec.europa.eu/research/participants/data/ref/h2020/other/experts\\_manual/regl\\_experts\\_en.pdf](http://ec.europa.eu/research/participants/data/ref/h2020/other/experts_manual/regl_experts_en.pdf)).

<sup>3</sup> The SESAR 3 JU is not an educational establishment, but a European Union body within the meaning of Article 187 of the Treaty on the Functioning of the European Union and established by COUNCIL REGULATION (EU) 2021/2085 of 19 November 2021 establishing the Joint Undertakings under Horizon Europe, as amended by Council Regulation (EU) 2023/1782 of 25 July 2023 amending Regulation (EU) 2021/2085 establishing the Joint Undertakings under Horizon Europe, as regards the Chips Joint Undertaking

- the opportunity to present their research at certain high profile SESAR events;
- the opportunity to have their work publicised via the SESAR 3 JU communication channels; and
- a written interview and article spotlighting them and their research to be posted on the SESAR 3 JU e-news and social media.

### 1.3 The timeline

Milestone	Indicative timeline
<i>Launch of the contest</i>	21 March 2024
<i>Deadline for the submission of questions</i>	14 August 2024
<i>Deadline for the submission of applications</i>	21 August 2024
<i>Notification of short-listed applicants with the invitation to participate to the SESAR Innovation Days</i>	October/November 2024
<i>Announcement of the winners during the SESAR Innovation Days</i>	15 November 2024

## 2 Can I apply?

Any Young Scientist who has contributed to **scientific achievements within the area of Air Traffic Management and Aviation** as set forth below.

Within the **Student category**:

- Bachelor thesis defended<sup>4</sup> not more than 18 months before the date of closure of the present Contest, or
- Master thesis defended not more than 18 months before the date of closure of the present Contest,

Within the **PhD category**:

- PhD thesis defended not more than 18 months before the date of closure of the present Contest,

and who are a citizen or a resident in an EU Member State or an Associated Country to the Horizon Europe Research and Development Framework Programme (Horizon Europe).

**! Please note that non-thesis programmes are considered not eligible.**

## 3 How do I apply?

### 3.1 Documents submission requirements

There is no fee to apply to the contest. Applications<sup>5</sup> shall be submitted by email to [youngscientist@sesarju.eu](mailto:youngscientist@sesarju.eu).

The **Application file** must contain the following:

1. Application Form including a description of the scientific achievements and the necessary references and details of the supervisor of the Bachelor, Master, or PhD Thesis, the so-called "Tutor"<sup>6</sup> (ref. Appendix A).
2. Declaration on honour duly filled-in and signed (ref. Appendix B).
3. Copy of diplomas/student certificates.
4. Legal entity form, dully filled-in and signed, and accompanied with the supporting documents<sup>7</sup>.
5. Copy of ID/passport, residency permit, as required (see section 4.1 below).
6. Financial Identification form, dully filled-in and signed, and accompanied with the supporting documents<sup>8</sup>.
7. Extracts of publications/papers, recommendations (if available), and the **Thesis** referenced in the Application Form<sup>9</sup>. Where such documents are publicly available

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<sup>4</sup> As a general rule, the date of the defence is interpreted as the day of the oral examination

<sup>5</sup> As well as requests for clarification and withdrawals of application.

<sup>6</sup> The term "Tutor" refers to the person who supervises or provides tutelage on the thesis. It can be also referred as supervisor, supporter etc.

<sup>7</sup> The Legal entity form shall be submitted **together with a relevant supporting documents**. The form is available at the following website:

[https://commission.europa.eu/publications/legal-entities\\_en](https://commission.europa.eu/publications/legal-entities_en)

<sup>8</sup> Please use the form available at:

[https://commission.europa.eu/publications/financial-identification\\_en](https://commission.europa.eu/publications/financial-identification_en)

<sup>9</sup> This documentation shall be directly relevant for the purpose of this contest. The SESAR 3 JU will not make use of the content or results of the above referred documentation other than for the purpose of assessment the applications with a view of award of the prize.

online, it is sufficient to indicate the source in the application. In case of multi-author publications, the Applicant must clarify in the self-assessment of the Application Form, which part of the paper was contributed to by the Applicant.

### 3.2 How to fill in the application form?

In the table described under Appendix A, part 1B, Applicants must provide a self-assessment in the form of a descriptive text for the different award criteria listed.

The table under Appendix A, part 1C, must contain clear references to the source containing all the documents (i.e. thesis, articles, abstracts, presentations, etc) listed in the application, from which the Evaluation Panel can retrieve such information. Only supporting documents expressly and correctly referenced in the Application form will be considered by the Evaluation Panel for their evaluation of each criterion.

The Evaluation Panel will assess and mark the applications exactly as they were submitted. It may, however, issue requests for clarifications to the Applicants, which, if provided, may in no way modify or improve the initial application. The Evaluation Panel will not make any assumptions or interpretations in addition to what is in the Application.

Please note that emails sent to the [youngscientist@sesarju.eu](mailto:youngscientist@sesarju.eu) functional mailbox cannot exceed 10 MB.<sup>10</sup>

If available for the Applicants, the documents forming part of the Application file shall preferably be submitted in English. This would allow the faster evaluation of applications. Should any of the documents not be available in English, a courtesy translation is strongly recommended.

The application email should be named as follows: **YSA2024 Surname Name – Application**.

Each enclosed document should be named as follows: **YSA2024\_Surname\_Name\_Number of the attachment**.

**Deadline for submission of applications is 21 August 2024, 24:00 CET. Applications submitted after this deadline will not be evaluated.**

Applicants can submit questions related to the subject of the prize until **14 August 2024** at the following functional mailbox: [youngscientist@sesarju.eu](mailto:youngscientist@sesarju.eu). The SESAR 3 JU reserves the right not to reply to questions, submitted after that date.

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<sup>10</sup> Exceptionally, the documents may be sent by reference to a download site with specific reference made in the Application form. The applicants shall make sure that such site remains active long enough for the Evaluation Panel to access the documentation.

## 4 How will my application be evaluated?

The evaluation of applications will be carried out in three consecutive phases:

- I. **Administrative phase;**
- II. **Award phase;** and
- III. **Post-award phase.**

### 4.1 Administrative phase

In the Administrative phase, the applications will be first evaluated on their **admissibility**:

- applications must be submitted in compliance with the deadline (see timetable section 1.3);
- applications must be submitted as set forth in section 3, sent electronically, and include all the documents required; and
- applications must be readable, accessible, and printable.

**Applications, considered inadmissible, will be rejected and not evaluated further.**

Admissible applications will be evaluated strictly based on:

- A) exclusion,
- B) eligibility, and
- C) selection criteria.

CRITERIA		Type of evaluation	Evidence
I.A	<b>EXCLUSION criteria</b>	<b>Exclusion</b>	
I.A.1	Applicant does not fall under any of the <b>exclusion situations</b> listed in the Declaration of Honour (Appendix B).	YES/NO	* <b>Declaration of Honour</b> (signed, Appendix B)
I.B	<b>ELIGIBILITY criteria</b>	<b>Eligibility</b>	
I.B.1	<p>Applicant for the Student category:</p> <ol style="list-style-type: none"> <li>a) Defended Bachelor thesis in the area of Air Traffic Management and Aviation not more than 18 months before the date of closure of the present Contest, or</li> <li>b) Defended Master thesis in the area of Air Traffic Management and Aviation not more than 18 months before the date of closure of the present Contest, or</li> </ol> <p>Applicant for the PhD category:</p> <ol style="list-style-type: none"> <li>a) Defended PhD thesis not more than 18 months before the date of closure of the present Contest.</li> </ol>	YES/NO	Copy of any original document (e.g. diploma, certificate, declaration from the university, etc) proving that the Applicant falls into one of the categories. <b><u>Date of the thesis defence shall be clearly identifiable from the submitted documents.</u></b>

I.B.2	<p>Applicant is a <b>citizen and/or a resident</b><sup>11</sup> of an:</p> <p>a) <b>European Union country</b>, or  b) <b>Associated country</b><sup>12</sup> to the Horizon Europe Research Framework Programme</p> <p>EU restrictive measures — Special rules apply for certain entities (e.g. entities subject to <a href="#">EU restrictive measures</a> under Article 29 of the Treaty on the European Union (TEU) and Article 215 of the Treaty on the Functioning of the EU (TFEU)<sup>13</sup>, and entities covered by Commission Guidelines No 2013/C 205/05). Such entities are not eligible to participate in any capacity.</p>	YES/NO	<p>Copy of one or both:</p> <ul style="list-style-type: none"> <li>– <b>Official identification document, proving nationality</b> (e.g. ID card, passport);</li> <li>– Document <b>proving residence</b> in the EU or an Associated Country (i.e. a residence permit or an equivalent document).</li> </ul>
<b>I.C</b>	<b>SELECTION criteria</b>	<b>Selection</b>	
I.C.1	Applicant has contributed to scientific achievements within the area of Air Traffic Management and Aviation.	YES/NO	Dully filled in and signed <b>Application form</b> (Appendix A).

The application which does not fulfil the exclusion, eligibility and selection criteria will not be retained for the second stage of the evaluation under the Award criteria.

**! With regard to the exclusion criteria under point I.A.1 above, the Applicants will be assessed on the basis of their Declaration of Honour. The SESAR 3 JU may, however, at any time of the evaluation and before payment of the prize, request the original of the Declaration of Honour (Appendix B) and/or the documentary evidence (scanned or/and originals)<sup>14</sup> on compliance on the exclusion criteria set out in the present contest rules.**

## 4.2 Award phase

The SESAR 3 JU will convene an Evaluation Panel of high-level experts from the SESAR 3 JU and/or independent experts to perform the evaluation.<sup>15</sup>

The evaluation will be performed in accordance with the following scoring tables:

<sup>11</sup> Applicant must be able to demonstrate her/his compliance with this requirement up to the moment of the official announcement of the award of the prize during the SESAR Innovation days 2024.

<sup>12</sup> Refer to the following website for the official EU list of such countries:

[https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/list-3rd-country-participation\\_horizon-atom\\_en.pdf](https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/list-3rd-country-participation_horizon-atom_en.pdf)

<sup>13</sup> Please note that the EU Official Journal contains the official list and, in case of conflict, its content prevails over that of the [EU Sanctions Map](#).

<sup>14</sup> Please refer to the following web page for additional information and guidance regarding the relevant requirements and model documents under national laws of the EU Member States you will need to submit: <https://ec.europa.eu/tools/ecertis/search> Such documents for natural persons are mainly the evidence of a negative judicial record and evidence of payment of taxes and social security contributions.

<sup>15</sup> These experts will sign an appointment letter, including a declaration of confidentiality and absence of conflict of interest before starting their evaluation work. Confidentiality rules will be adhered to at all times, before, during and after the evaluation.



**For the PhD category:**

No.	AWARD Criteria	Maximum score per criterion	Evidence
II.A	Relevance to the thematic area of ATM & Aviation	10	Ref. Application form
II.B	Level of innovation: scientific depth, progress beyond the state of the art	30	
II.C	Scientific excellence and soundness of the selected approach	30	
II.D	a) Engagement of the Applicant through European and/or international exchanges or cooperation	5	
	b) Impact through the related publications (have the results of the thesis been published in journals and international conferences; number of publications published, impact factor, and relevance of journals)	15	
II.E	Structure, clarity, and appropriateness of the written thesis (including quality of references provided)	10	
Total maximum score		100	

**For the Student category:**

No.	AWARD Criteria	Maximum score per criterion	Evidence
II.A	Relevance to the thematic area of ATM & Aviation	10	Ref. Application form
II.B	Thoroughness of the analysis of the state of the art of the researched scientific field (including review of related work from existing literature and international projects; number and relevance of provided references)	20	
II.C	Level of innovation: scientific depth & progress beyond the state of the art	30	
II.D	Scientific excellence and soundness of the selected approach	30	
II.E	Structure, clarity, and appropriateness of the written thesis	10	
Total maximum score		100	

For each category, the Evaluation Panel will provide the SESAR 3 JU Executive Director with a ranked list of the Applicants in its Young Scientist Award 2024 Evaluation Report, including their recommendation of the (up to) three short-listed Applicants.

**Only Applications having a total score higher or equal to 70 shall be considered for the short-list for each category.**

On this basis, the SESAR 3 JU Executive Director shall then determine, for each category, the final ranked shortlist and the name of the winner(s) of the SESAR Young Scientist Award 2024.

The short-listed Applicants will be invited to participate at the ceremony of the **SESAR Innovation Days**, where the final ranking will be publicly announced.

#### **a. What happens if I win? – Post award phase**

**The winner(s)** might be requested to submit within 15 calendar days following the announcement of the award the following documentation:

- **Evidence, supporting the Declaration of Honour.**

Subject to their participation at the SESAR Innovation Days and the verification and acceptance by the SESAR 3 JU of the post award documentation (see above) the winner(s) will be invited to sign an **award letter**, accepting the prize.

Within thirty (30) calendar days from the date of the signature of the award letter, the SESAR 3 JU shall make the payment to the winner's bank account denominated in euros, as identified in a duly filled in financial identification form.

## 5 Processing of personal data

All personal data contained in the application shall be processed in accordance with Regulation (EC) No 2018/1725<sup>16</sup> of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices, and agencies, and on the free movement of such data.

Details concerning the processing of personal data are available on the Privacy Statement at: <https://www.sesarju.eu/dataprotection>.

The shortlisted Applicants will be invited to the **SESAR Innovation Days** and to the award ceremony in November 2024.

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<sup>16</sup> [Regulation \(EC\) No 2018/1725 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data](#)

## 6 Further conditions for participation

### 6.1 Publicity

#### 6.1.1 Publicity by the winner(s)

The winner(s) should promote the prize.

Unless the SESAR 3 JU requests or agrees otherwise or unless it is impossible, any communication activity related to the Prize (including in electronic form, via social media, etc.) must:

- (a) display the EU emblem and the SESAR 3 JU special logo; and
- (b) include the following text: “Co-funded by the European Union. Views and opinions expressed however are those of the author(s) only and do not necessarily reflect those of the European Union or the SESAR 3 Joint Undertaking. Neither the European Union nor the SESAR 3 Joint Undertaking can be held responsible for them.”

For the purposes of their obligations, the winner may use the EU emblem and the special logo without first obtaining approval from the EU and/or SESAR 3 JU. However, this does not give them the right to exclusive use. Moreover, they may not appropriate the EU emblem or any similar trademark or logo, either by registration or by any other means.

#### 6.1.2 Publicity by the SESAR 3 JU

The SESAR 3 JU does not obtain ownership of the results produced in the context of the prize.

The SESAR 3 JU may use, for its communication and publicising activities, information relating to the contest, documents notably summaries for publication, as well as any other material, such as pictures or audio-visual material that it receives from the Applicants (including in electronic form).

The SESAR 3 JU will publish the names of both the shortlisted applicants and the winner(s), the amount of the prize and its nature and purpose — unless they have requested to waive this publication (because of disclosure risks threatening its security and safety or harm its commercial interest).

Photos and videos taken by the SESAR 3 JU either in preparation of the award ceremony, or during the award ceremony are the sole property of the SESAR 3 JU.

### 6.2 Applicable law

The contest is governed by the applicable Union law complemented, where necessary, by the law of Belgium. The General Court or, on appeal, the Court of Justice of the European Union, shall have sole jurisdiction to hear any dispute between the SESAR 3 JU and any Applicant concerning the interpretation, application, or validity of the rules of this contest if such dispute cannot be settled amicably.

### 6.3 Checks, audits, and investigations

The SESAR 3 JU, the European Commission, the European Anti-Fraud Office (OLAF), the European Public Prosecutor’s Office (EPPO,) and the European Court of Auditors (ECA) may carry out checks,

audits, and investigations in relation to the prize.<sup>17</sup>

## 6.4 Withdrawal of the prize — Recovery of undue amounts

The SESAR 3 JU may withdraw the prize after its award and recover all payments made if it finds out that:

- a) false information, fraud, or corruption was used to obtain it;
- b) a winner was not eligible or should have been excluded; and/or
- c) a winner is in serious breach of its obligations under these Contest rules.

## 6.5 Administrative sanctions

If an Applicant has committed irregularities or fraud or has made false declarations, the SESAR 3 JU may also:

- a) exclude the Applicant from all future contracts, grants, and contests financed from the EU or Euratom budget for a maximum of five years (or 10 years in case of repetition), and/or
- b) impose a financial penalty between 2% and 10% of the value of the prize (or between 4% and 20% in case of repetition).

## 6.6 Liability

According to Article 206, Title IX, of Regulation (EU, Euratom) 2018/1046<sup>18</sup>, the Applicants shall have the sole liability in case of claims related to the activities carried out in the framework of the contest.

The SESAR 3 JU cannot be held liable for any damage caused to the Applicants or to third parties, because of the prize, including for gross negligence. The SESAR 3 JU cannot be held liable for any damage caused by any of the Applicants in the context of the prize.

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<sup>17</sup> For the powers of OLAF, EPPO and ECA, see Regulation (EU, Euratom) No 883/2013 of the European Parliament and of the Council of 11 September 2013 concerning investigations conducted by the European Anti-Fraud Office (OLAF) and repealing Regulation (EC) No 1073/1999 of the European Parliament and of the Council and Council Regulation (Euratom) No 1074/1999 (OJ L 248, 18/09/2013, p. 1), Council Regulation (Euratom, EC) No 2185/1996 of 11 November 1996 concerning on-the-spot checks and inspections carried out by the Commission in order to protect the European Communities' financial interests against fraud and other irregularities (OJ L 292, 15/11/1996, p. 2), Council Regulation (EU) 2017/1939 of 12 October 2017 implementing enhanced cooperation on the establishment of the European Public Prosecutor's Office ('the EPPO') and Article 287 of the Treaty on the Functioning of the EU (TFEU) and Article 257 of EU Financial Regulation 2018/1046.

<sup>18</sup> REGULATION (EU, Euratom) 2018/1046 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012.

## **APPENDIX A    APPLICATION FORM**

Provided in a separate Microsoft Word document.

## **APPENDIX B    DECLARATION OF HONOUR**

Provided in a separate Microsoft Word document.