



Call for Internships

Alliance4Life BRIDGE



**Funded by
the European Union**

1. Call for internships

The Internships of the Alliance4Life BRIDGE project aim to foster collaboration, strengthen professional skills and support career development in both research and administrative fields.

The Internships are designed to encourage both scientific and non-academic collaboration among Alliance4Life institutions, offering opportunities to exchange knowledge, build professional networks and develop skills by engaging with colleagues from partner organizations. They further aim to strengthen cooperation across the A4L BRIDGE partners, enhance the professional and transferable skills of both researchers and administrative staff, support career development through international mobility and contribute to the long-term sustainability of partnerships in the CEE region.

Alliance4Life is a consortium of 12 life science institutions and universities located in 11 Central and Eastern European (CEE) countries. The following Alliance4Life's member institutions are at the same time beneficiaries of the A4L_BRIDGE project:

- CEITEC Masaryk University (MU), Czechia
- St. Anne's University Hospital Brno/ International Clinical Research Center (ICRC), Czechia
- Biomedical Research Center of the Slovak Academy of Sciences (BMC SAS), Slovakia
- Medical University of Lodz (MUL), Poland
- University of Zagreb School of Medicine, Croatia
- University of Tartu (UT), Estonia
- Vilnius University (VU), Lithuania
- Latvian Institute of Organic Synthesis (LIOS), Latvia
- University of Ljubljana (UL), Slovenia
- Semmelweis University (SU), Hungary
- Medical University Sofia (MUS), Bulgaria
- Carol Davila University of Medicine and Pharmacy Bucharest (UMFCD), Romania

2. Who can apply?

Eligible applicants are members of A4L_BRIDGE partner institutions, including two target groups:

Academic staff (research track):

Early-Stage Researchers (ESRs), Ph.D. students and senior research staff.

Academic staff internships are focused on knowledge transfer through lectures, seminars, laboratory training and hands-on research activities.

Priority will be given to researchers from A4L institutions who are also members of the Virtual Research Centre (VRC). Not a member yet? Learn more on the [About the VRC](#) page.

Non-academic staff (administrative / support track):

Professional, technical and administrative staff seeking professional development through *job-shadowing* opportunities.

Non-academic staff internships provide insights into best practices, innovation management, administration, finance, human resources (HR), grant management and other support functions at leading research organizations.

3. Internship Duration

Academic internships:

- The duration of the internship is determined by the sending institution, within its allocated person-weeks.
- Allocation per sending institution: 6–12 person-weeks

Non-academic internships:

- Duration per individual: 3–5 working days (excluding travel days)
- Allocation per sending institution: 3 person-weeks

Note: Final duration must be confirmed by the sending institution, taking into account institutional budgets and available person-weeks.

4. What kind of internships are eligible?

- Proposals must clearly describe the objectives of the internship, expected outcomes and relevance to both the applicant's professional development and the institution's priorities.
- The proposed internship should include activities aligned with the applicant's role and career stage (research collaboration or job-shadowing).
- Proposals must demonstrate potential for long-term cooperation between the home and host institutions.
- The duration and plans of internships should be realistic and feasible.

5. What are the eligible costs?

Internships will be supported through the A4L_BRIDGE project budget, with funds that have already been specifically pre-allocated to each partner institution to cover the costs of sending their participants.

Eligible costs include:

- Travel expenses (economy airfare, train, bus, etc.)
- Accommodation and subsistence (daily allowance)
- Other justified mobility-related costs (e.g., local transport)

The amount of funding and expenses covered are subject to regulations at specific (sending) institutions and must be agreed on and confirmed by the sending institution before the start of the internship.

Funding is subject to Horizon Europe cost eligibility criteria, as defined in the Annotated Grant Agreement for the 2021–2027 Work Programme (Version 2.0, 1 April 2025).

6. Application and approval process

Step 1: Submission of the initial application and eligibility check

Candidates must submit their initial application using the online form available via the Alliance4Life web portal [Click](#). By completing the online form and selecting their sending institution, applicants' submissions will be sent directly to the responsible contact person at the sending institution for confirmation of eligibility and funding availability. Further communication with both the sending and host institutions can continue via email if needed.

Step 2: Host institution arrangement

After eligibility approval by the sending institution, candidates must contact the host institution via e-mail to agree on the internship dates, duration and activities.

Step 3: Submission of the final application and evaluation

Once the main internship conditions have been agreed upon, candidates submit the final application to the sending institution.

Required documents for submission of the final application to the sending (home) institution:

- Final application form (standard template)
- Curriculum vitae of the applicant
- Confirmation from the host institution (e-mail confirmation is sufficient)

The sending institution evaluates the application and confirms its approval.

Step 4: Internship Agreement

Following approval, the **Internship Agreement** (standard template) **must be signed** by the intern, the sending institution and the host institution **before the start of the internship**. The signed Internship Agreement must be submitted to the responsible contact person at the sending institution before the internship can begin.

7. Deadlines

Publication of the call	1 July 2026
Final application deadline	31 January 2027 (applications are evaluated on a rolling basis)
Start of the internships	As soon as arrangements are in place and all required documents are signed
End of the internship period	All internships must be completed by 30 November 2027

8. Selection Criteria

Applications will be evaluated according to the following criteria:

- Expected impact on applicant's career and skill development
- Quality of the internship proposal plan
- Potential for sustainability, future collaboration (all internships) and involvement of the A4L_BRIDGE Virtual Research Center (only for academic internships)
- Alignment with institutional priorities

Applications demonstrating potential for future collaboration and active engagement with the Virtual Research Center (VRC) will be prioritized.

9. Evaluation Process

The evaluation will take place in two steps:

- **Administrative check (done by the sending institution).** Formal review to ensure completeness and eligibility. The sending institution confirms employment/affiliation status.
- **Evaluation of the proposals and institutional approval.** Final applications are evaluated by internal reviewers of the sending institution. The sending institution approves the final list of interns based on evaluation results and budget availability.

10. Final Report

Internships must be completed by 30 November 2027. The Final Report and Internship Confirmation Letter must be submitted to the responsible person at the sending institution and the Vilnius University contact person, Mrs. Erika Antanėlė (erika.antanele@mf.vu.lt), no later than 14 days after the end of the internship.

The Final Report and the Internship Confirmation Letter must be completed using standard templates available on the website.

11. Contact

For general information regarding the Internship call or in case of any questions, please contact Mrs. Erika Antanėlė (erika.antanele@mf.vu.lt) using 'A4L_Internships' identifier in the subject line.

12. Document templates

- **Full internship application form**
Submitted by the applicant to the sending institution after initial eligibility approval and host institution confirmation.
- **Internship agreement form**
Signed by the applicant, sending institution and host institution.
- **Internship confirmation letter**
Submitted by the applicant to the sending institution immediately after the internship and sent to Vilnius University no later than 14 days after the end of the internship.
- **Final internship report form**
Submitted by the applicant to the sending institution immediately after the internship and sent to Vilnius University no later than 14 days after the end of the internship.