

## ECORD Guidelines for Applying to Sail

Once a call for applications is open, please download the Apply to Sail online application form and submit it together with the following required documents to the ESSAC Office: [essac.office@erdw.ethz.ch](mailto:essac.office@erdw.ethz.ch). Scientists are encouraged to apply for more than one expedition, however a separate application package is required for each expedition. In addition to the ESSAC application, all applicants are required to inform their national office/delegate and send them a copy of the application documents.

Please note that ECORD/ESSAC deadlines may differ from those of other IODP member offices and expeditions are subject to availability of funds for operations.

**Apply to Sail Webform:** Please read and fill out the online application form and save it in a .doc format.

1. **Personal information:** Please, be aware that if you plan to change your Institution at the time of the expedition and/or post-cruise research, you should specify this in the webform and letter of interest.
2. **Expedition information:**
  - **Requested participation on JR expeditions:** Please, mark **Full** if you wish to participate as a shipboard scientist and mark **Shore-based** if you are not applying to sail but would like to conduct shore-based research as part of the expedition's scientific party during the 12-month moratorium period.
    - ⇒ JR Full participant information: <http://iodp.tamu.edu/participants/>
    - ⇒ JR Shorebased scientist information: <http://usoceandiscovery.org/shore-based-scientists/>
    - ⇒ MSP Shipboard and onshore scientific party information: <http://www.eso.ecord.org/expeditions/msp.php>
    - ⇒ Chikyu Expedition policies/guidelines for participants: [http://www.jamstec.go.jp/chikyu/eng/Expedition/sci\\_policy.html](http://www.jamstec.go.jp/chikyu/eng/Expedition/sci_policy.html)
  - **Summary of proposed participation:** Much of the time at sea will be devoted to collecting scientific data and preparing reports and initial interpretations. Science party members are also obligated to conduct post-expedition research on samples and/or data collected on the expedition and publish the results.  
Briefly summarize your area of expertise and scientific interest (your current/future research field and how it is related to the expedition goals) and proposed research participation plan in the expedition (your main contribution to the expedition and goals). Please, do not use more than 250 characters in the form. You can explain your research plan in more detail in the Letter of Interest.
  - **Prior involvement with DSDP/ODP/IODP:** Indicate if you have any previous experience with the current or past ocean drilling programs in any aspect (expedition participation, sample requests...etc).

- **Post-cruise science support to achieve the proposed scientific objectives:** Please indicate your 1) future funding possibilities and 2) support from host institution (e.g. staff, facilities). These should be outlined in detail in the Letter of Interest.

3. **Scientific expertise:** Please, mark in the table your area of expertise and indicate your specialty. Please be concise, but do not include a detailed description. For Scientist Job Descriptions, please visit:  
[http://iodp.tamu.edu/participants/scientist\\_jobs.html](http://iodp.tamu.edu/participants/scientist_jobs.html)

**Letter of Interest:** Each applicant should submit a one to three page Letter of Interest, which specifies expertise, previous involvement in DSDP/ ODP/ IODP or other scientific expeditions, research interests, primary research goals of your proposed participation and opportunities for financial support. The applicant should outline the analyses or research proposed for the post-expedition, 12-month moratorium period following the expedition (when the science party has exclusive access to expedition samples and data) and explain how this work relates to the expedition objectives. The contents and quality of the participation plan will factor into nominations by ESSAC and staffing decisions by IODP. In addition, the applicant should outline the possibilities for financial support to develop the post-cruise research and the available facilities at the home institution. Successful applicants will have the opportunity to revise their participation plans in light of recovered samples and expedition outcomes.

*Please inform yourself about your country's funding possibilities and procedure:* In contrast to some of the other IODP member countries, the European Consortium of Ocean Research Drilling (ECORD) does not directly supply financial support for participation in IODP expeditions. Funding for participation is the responsibility of the individual applicants and funding opportunities/regulations vary among the ECORD member countries. Your national offices/delegates can provide information regarding travel support, post-cruise funding opportunities, etc.

See <http://www.essac.ecord.org/index.php?mod=about&page=ESSAC> for national contact information.

**Curriculum Vitae and Publication List:** Should include educational history (degrees and dates awarded), employment experience (including any internships), and any authored or co-authored journal articles, abstracts, or other publications related to the proposed research.

**Letter of Recommendation:** Applications from PhD students must include a letter from their primary adviser or other experienced scientist documenting the student's scientific experience and detailing how participation on the expedition would fit into their graduate degree program.