

Instruction on submitting an application to ORA Plus

Applications to ORA must be submitted by emailing to this [email address](#). This is the only way to submit your proposal; applications sent to other email addresses will not be eligible.

The application must be submitted from the email address of the Main Applicant, the researcher who is acting as the main contact point for the application. The confirmation of receipt will be sent to this email address, as will all other communication regarding your application.

The application can only be submitted **once**, and all documents must be included in one email, and the application must be attached in one document. Additional emails cannot be processed.

Confirmation of receipt

A few days after your submission, the main applicant will receive an email to confirm receipt of your application. News about the eligibility of the application will follow in March at the latest.

Questions

This email address is only used for the submission of applications to ORA Plus, questions sent to this email address will not be answered. With questions about the submission of your application, please email to ora@nwo.nl.

Format for the application

Only **PDF** documents can be processed, please transfer all your word and excel documents to PDF. A guide on how to do this is available at the bottom of this page.

Content of the email

Please use the following text in the **subject** line of your email:

Application ORA Plus + [acronym] + [surname of the Main applicant]

In the **text of the email** please clearly identify the following

- the name and acronym of your application
- the name of the main applicant

Attach your application in PDF to the email, including:

- the application form
- the project proposal
- the relevant financial forms and those concerning the ESRC studentship, if applicable
- brief CVs.

How do you create a PDF-file?

You can create PDF-files using *Pdf995*, *Ghostscript & GSview* or *Adobe Acrobat*. Pdf995 and Ghostscript & GSview can be obtained free via the Internet; Adobe Acrobat is a commercial product for which you have to pay.

If you are in any doubt, we recommend that you contact your IT department.

For instructions click on one of the following links.

- [Pdf995](#)
- [Ghostscript & GSview](#)
- [Adobe Acrobat for Windows and Mac](#)
- [Adobe Acrobat for Unix](#)