

Załącznik nr 4 do uchwały Rady NCN nr 82/2018 z dnia 6 września 2018 r.

BEETHOVEN Classic 3 – Polish-German Funding Initiative

Call for proposals 2018-2019

JOINT PROJECT DESCRIPTION TEMPLATE

Proposal requirements

A complete Beethoven Classic 3 joint proposal consists of:

- *the Joint Project Description (this document) in English,*
- *the CVs of the Principal Investigators and the Co-Investigators in English together with publication lists; CVs should be submitted as attachments in the ZSUN/OSF and ELAN submission systems and do not count towards the page limit of the Joint Project Description,*
- *supplementary documents as needed.*

Formal requirements:

- *the joint proposal must be written in English,*
- *there is a strict limit of 25 pages for the Joint Project Description except CVs and lists of publications,*
- *page size: A4, font size: 11, line spacing: 1, left-right margins: 2 cm, top-bottom margins 1,5 cm,*
- *applicants are obliged to ensure that the proposal contains sufficient information for evaluation.*

For detailed information on this template please see INFORMATION FOR APPLICANTS.

All additional explanatory information written in italics included in the Joint Project Description template (also on the cover page) can be deleted in order to save space for the project description. Please do not delete the headings of the sections and the listings.

Template

I. CORE DATA

1. Title of the Research Project

[Text]

2. Acronym

Twelve characters maximum, same as the ones given in the ZSUN/OSF and ELAN submission systems.

[Text]

3. Name and affiliation of the Polish Principal Investigator

Academic title: [Text]

First Name: [Text]

Last Name: [Text]

Host institution Main level: [Text]

Host institution Faculty level: [Text]

Host institution Email address: [Text]

4. Name and affiliation of the German Principal Investigator

Academic title: [Text]

First Name: [Text]

Last Name: [Text]

Host institution Main level: [Text]

Host institution Faculty level: [Text]

Host institution Email address: [Text]

5. Subject classification

In the case of an interdisciplinary project, please indicate the main discipline. Please refer to [NCN panels](#) and [DFG subject areas](#).

NCN panel [Text]

DFG subject area [Text]

6. Keywords

Please submit at least one and at most six keywords separated by a semicolon.

[Text]

7. Project duration for which funding is requested

24 or 36 months

8. Summary

Research project objectives/research hypothesis; research project methodology; expected impact of the research project on the development of science; added value of bilateral cooperation; up to 1 page.

[Text]

II. RESEARCH TEAM

1. Research Team composition

Research Team members can be listed as Principal Investigators, Co-investigators, Post-docs, scholarship grantees or technical staff.

Principal Investigators and Co-Investigators need to provide their CVs to be attached in the appropriate sections of the ZSUN/OSF and ELAN system.

For Polish applicants: Please note that no personal data (names) for post-docs and scholarship grantees should be included.

German research team members: (Principal Investigator, Co-Investigators)

Name and academic title	Career break ¹ (number of months)	Host Institution	Percentage share of the overall working time devoted to this project	Participant in another proposal submitted within the DFG-NCN call? (Yes/no, if applicable please provide acronym)

Polish research team members: (Principal Investigator, Co-investigators, Post-docs, scholarship grantees or technical staff)

Name (if already known) and academic title or research position Please note that no personal data (names) should be included for post-docs and scholarship grantees.	Career break ¹ (number of months)	Host Institution	Percentage share of the overall working time devoted to this project	Participant in another proposal submitted within the DFG-NCN call? (Yes/no, if applicable please provide acronym)

2. Cooperation Partners (only persons who do not seek funding from NCN/DFG in this call; no CVs necessary)

Name and academic title	Host Institution	Percentage share of the overall working time devoted to this project	Source of funding

¹ Has the PI/Co-investigator within 10 years of submitting the proposal benefitted from a career break? Please specify the number of months if applicable. The career break is understood as maternity leave, adoption leave, paternity leave, parental leave granted in compliance with the Labour Code, periods of sickness benefit or rehabilitation benefit granted on account of unfitness for work, including any caused by a health condition requiring rehabilitation. No formal confirmation of a career break is needed.

III. DESCRIPTION OF THE RESEARCH PROJECT

1. Current knowledge in this field and preliminary work

[Text]

2. Objectives

[Text]

3. Work Programme including proposed research methods, role of the participating research team members and added value of international cooperation

[Text]

4. References

A list of all publications cited in sections III.1 – III.3 of the Joint Project Description.

[Text]

IV. FURTHER INFORMATION

1. The Host Institution's premises and scientific infrastructure to be used within the project

Scientific equipment, administrative and financial support services and other items.

[Text]

2. Please describe whether there are any ethical issues raised by the proposed research and if so, how they are to be addressed

For Polish applicants, please follow the "NCN Code of Ethics on research integrity and application for funding". If relevant, German applicants are asked to include an ethics committee vote from their institution.

[Text]

3. Please list researchers with whom you have collaborated scientifically within the past 3 years (e.g. researchers with whom you have co-authored publications, carried out research projects etc.) and those with whom you have agreed to cooperate on this proposal.

[Text]

4. Other submissions of the proposal: Has the proposal been submitted in response to other calls or to other funding agencies? Please check DFG and NCN rules regarding submission of a project to more than one scheme

[Text]

V. BUDGET

1. German project part: Specification and justification of modules/funds requested

You can apply for all modules of the Research Grant Programme. **You need to justify every module requested.** Please see Information for Applicants for further information, including links to relevant material on the DFG website.

[Text] **Specification and justification of modules/funds requested**

2. Polish project part: Specification and justification of funds requested

You can apply for the following cost items: salaries and scholarships, research equipment, devices and software, materials and small devices, outsourcing, business trips (including conference attendance fees for members of the Polish research team), visits and consultations, travel and subsistence costs for participants in project meetings and seminars, collective investigators, other costs (including publication costs, excluding review fees), indirect costs (max. 40% of the direct costs excluding costs of research equipment, devices and software). **You need to justify all costs requested except the indirect costs.** Please see [Information for Applicants](#) for further information, including weblinks to relevant material on the NCN website.

[Text] **Specification and justification of funds requested**

3. Budget Table

For the purpose of this Joint Project Description and its evaluation, please indicate all amounts in Euro.

For Polish applicants: Please note that the EUR costs in the JPD must be calculated based on the EUR exchange rate as in the Annex no. 3 to the resolution No 82/2018 of Council of NCN of 06/09/2018 (namely: 1 EUR = 4,3218 PLN) (please round the numbers down to two decimal places). Please note that the amounts in ZSUN/OSF system in PLN must equal the amounts listed in the table below in EUR .

Expense	POLAND (EUR)	Expense	GERMANY (EUR)
Costs of salaries and scholarships	0.00	Basic Module: Staff, Module Temporary Positions for PIs or Co-PIs, Module Replacement Module Mercator-Fellow	0.00
Costs of research equipment, devices and software	0.00	Basic Module: Scientific equipment	0.00
Materials and small devices (expendable goods for direct use in the project)	0.00	Basic Module: Consumables	0.00

Outsourcing (services ordered from entities external to the Host Institution)	0.00	Basic module: Other expenses	0.00
Business trips (by members of the research team) ²	0.00	Basic Module : Travel costs ²	0.00
Visits and consultations (travel expenses by external collaborators and /or consultants)	0.00	Basic Module: Visiting Researchers	0.00
Travel and subsistence costs for participants of project meetings and seminars	0.00	Module Project-specific Workshops	0.00
Collective investigators	0.00	-	-
Other costs (including publication costs, excluding review fees)	0.00	Basic Module : Publication expenses	0.00
Indirect costs (max. 40% of direct costs excluding costs of research equipment, devices and software)	0.00	DFG overheads will be added automatically in ELAN	
-	-	Module Public Relations	0.00
Total Poland	EUR 0.00	Total Germany (without overheads)	EUR 0.00
TOTAL			EUR 0.00

² Polish and German teams are requested to apply for their own travel costs with their national funding agency (the Polish budget must not contain travel costs of the German Partner and vice versa). Both partners can apply for travel costs to cover the expenses of third parties involved in the project.

Information: CVs INCLUDING PUBLICATION LISTS

*Please upload the CVs together with publication lists³ and the Joint Project Description as separate attachments in the ZSUN/OSF and ELAN submission system. **Please do not merge any CVs or publication lists with the JPD.** CVs do not count towards the strict limit of 25 pages for the Joint Project Description. See the “Information for Applicants” for details on how to prepare the CVs.*

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³ In the case of manuscripts that have been accepted for publication but not yet published please submit the acceptance letters from the editor as the attachments to the proposal in the ZSUN/OSF and ELAN system or indicate the DOI number in the publication list. If these conditions are not fulfilled, the respective publication will not be considered in the review process. Up to 10 of the most relevant publications published over the period of 10 years prior to the submission of the proposal should be listed. Older publications can be cited only if the applicant has taken significant career breaks within the last 10 years (see section II point 1).