

**“Beethoven” – Polish-German Funding Initiative
in the Humanities and Social Sciences**

1st Call for proposals 2014

INFORMATION FOR APPLICANTS

Please note that the proposal must be written in English. There is a strict limit of 21 pages per proposal (excluding CVs). The description of the research project must not be longer than 20 pages (font size: 11 or 12, line spacing: 1.15). Applicants are obliged to ensure that the proposal contains sufficient information for evaluation.

I CORE DATA

Subject Classification

German applicants are asked to refer to DFG's subject structure (DFG-Fachsystematik: http://www.dfg.de/en/dfg_profile/statutory_bodies/review_boards/subject_areas/index.jsp).

Polish applicants must refer to NCN's subject areas grouped in the HS domain: <http://ncn.gov.pl/finansowanie-nauki/panele-ncn?language=pl>.

Duration

Applicants may seek funding for projects with a duration of at least **12** and no more than **36 months**. It is expected that the projects will start in January 2016.

II DESCRIPTION OF THE RESEARCH PROJECT

Research Team

Please indicate the two Principal Investigators and the Co-Investigators. There is no optimum number of researchers taking part in the project. All partners should have a significant role in the research and their presence as members of the research team should be justified. For all Principal Investigators and Co-Investigators, CVs should be attached.

Please note that the number of PhD candidates involved in the project for whom funds are requested should be indicated in the budget table (section IV).

A **Principal Investigator** is a researcher responsible for carrying out research and managing the research team. S/he is also in charge of leading the project activities at her/his host

institution. There are two PIs involved in each project, one from the German and one from the Polish side.

A **Co-Investigator** is a researcher holding a PhD degree (or equivalent) who is involved in the project but does not play the role of Principal Investigator. Unlike **Cooperation Partners**, Co-Investigators apply for funds from DFG or NCN.

POLISH RESEARCH TEAM

1. The Principal Investigator (PI):
 - a. must have at least a PhD degree when submitting a proposal;
 - b. must be employed in a Polish Host Institution when submitting the proposal.
2. Eligible Host Institutions:
 - a. academic or research organisations,
 - b. research consortia,
 - c. scientific networks and university organisational institutions which are not basic organisational institutions,
 - d. Polish Academy of Sciences research centres,
 - e. university research centres,
 - f. scientific libraries,
 - g. entrepreneurs with the status of research and development centre,
 - h. organisational institutions having legal personality which have been established on Polish territory.
3. Under this call for proposals the NCN will not offer grants that would be considered state aid.
4. Principal Investigator applying for grants within the “Beethoven” call may not submit proposals under calls for proposals with the same deadline as “Beethoven”.
5. A Host Institution which does not receive a subsidy from the budget for science should attach to the proposal information concerning:
 - a. research carried out within 2 years prior to the submission of the proposal together with a list of the publications by researchers employed in this institution;
 - b. research infrastructure which ensures successful research performance.
6. One researcher may take the role of a Principal Investigator in only one proposal submitted within this call for proposal.

Cooperation Partners

Please list all academic collaborators who are **not** funded through the project. Such collaboration partners can (but need not) be based outside Germany or Poland.

State of the art and preliminary work

Please explain briefly and precisely the state of the art in your field in its direct relationship to your project. This description should make clear in which context you situate your own research and in what areas you intend to make a unique, innovative and promising contribution.

To illustrate and enhance your presentation, you may refer to others' and your own publications. Please list all cited publications in the main reference list under section II.8. This reference list is not considered your list of publications.

German applicants who list an unpublished manuscript must include a copy in their proposal. Polish applicants may not list or submit unpublished manuscripts.

Note that reviewers may, but are not required to, read any of the works you cite or include. The description of the state of the art must be understandable without consulting additional literature.

Objectives

Please give a concise description of your project's scientific objectives with particular attention to the innovative nature of the research project and its importance for the development of science.

Please indicate if you anticipate results that may be relevant outside academia (such as science policy, technology, the economy or society).

Work programme including proposed research methods

The quality of the work programme is critical to the success of a funding proposal.

The work programme must include:

- a detailed account of the steps planned during the proposed funding period (for experimental projects, a schedule detailing all planned experiments should be provided.);
- a detailed description of the methods that you plan to use in the project: what methods are already available? What methods need to be developed? What assistance is needed from outside your own group/institute?
- information on each participant's contribution to the project work;

- a description of the added value of the proposed international cooperation; note that a high level of integration will be a necessary condition for funding within the present joint funding initiative.

Please note that the work programme should correspond with the financial sections IV.1 and IV.2.

References

Please list all publications cited in II.5, II.6 and II.7.

III OTHER DETAILS

Host Institution

Please describe the Host Institution's commitment to the project, i.e. whether it provides access to facilities, scientific equipment and other resources necessary to implement the proposed research.

Polish applicants should note that the administrative personnel costs have to be covered from overheads. For detailed information please refer to: *Koszty kwalifikowalne i niekwalifikowalne w ramach projektów badawczych finansowanych przez Narodowe Centrum Nauki w konkursie „BEETHOVEN” attached to Uchwała nr 65/2014 z dnia 11 września 2014 r. Rady Narodowego Centrum Nauki w sprawie warunków oraz regulaminu przyznawania środków na realizację zadań finansowanych przez Narodowe Centrum Nauki w konkursie „Beethoven” na polsko-niemieckie projekty badawcze w naukach humanistycznych, społecznych i o sztuce.*

Ethical issues

If there are any ethical issues raised in the research proposal, please describe how they are addressed. Polish applicants should also consider section G in *Zakres danych wymaganych we wniosku o finansowanie projektu badawczego w konkursie „Beethoven” na polsko-niemieckie projekty badawcze w naukach humanistycznych, społecznych i o sztuce* attached to *Uchwała nr 65/2014 z dnia 11 września 2014 r. Rady Narodowego Centrum Nauki w sprawie warunków oraz regulaminu przyznawania środków na realizację zadań finansowanych przez Narodowe Centrum Nauki w konkursie „Beethoven” na polsko-niemieckie projekty badawcze w naukach humanistycznych, społecznych i o sztuce.*

If applicable, German applicants must include an ethics committee vote from the institution within which their research will be carried out. For more information about the conditions under which an ethics committee vote is necessary, please consult the FAQs under *Informationen für Geistes- und Sozialwissenschaftler/innen:*

http://www.dfg.de/foerderung/faq/geistes_sozialwissenschaften/index.html.

FIRST TIME PROPOSAL DATA (DFG applicants only)

For all German applicants who have not previously applied for funding from DFG, list the last name and first name and briefly indicate the applicant's individual contribution to the research project. You need not repeat the complete details from section II.

Planned and past cooperation with other researchers

Please list researchers with whom you have collaborated scientifically within the past 3 years and those with whom you have agreed to cooperate on this proposal. This information will assist the DFG and NCN scientific officers in avoiding potential conflicts of interest during the review process.

IV. BUDGET

GERMAN PROJECT PART

Justification of requested modules/funds

You can apply for the following modules: Basic Module (Basismodul) for staff, consumables, travel etc.; Temporary Positions for P.I. or Co.I. (Eigene Stelle); Replacements (Vertretung); Mercator-Fellow; Project specific workshops (Projektspezifische Workshops); Public Relations (Öffentlichkeitsarbeit).

Explain each item for each applicant (stating last name, first name). Follow the outline given in the relevant Guidelines (Leitfäden) documents:

http://www.dfg.de/foerderung/programme/einzelfoerderung/sachbeihilfe/formulare_merkblaetter/index.jsp on DFG's General Research Grants Programme (Sachbeihilfe). Note that there are both general guidelines (50.01) as well as specific guidelines for each individual module (52.01 – 52.07). See also the information on personnel rates (60.12) as well as the information on the payment of doctoral students (55.02).

POLISH PROJECT PART

Justification of requested modules/funds

You can apply for the following cost items: Personnel, Equipment, Consumables, Outsourcing/Subcontracting, Travel and Subsistence Costs, Organisation of Project Meetings and Seminars, Other costs (including publication costs), Administrative Overheads (max. 20%)

PLEASE NOTE:

1. The Euro exchange rate should be calculated according to the NCN Council's Resolutions No. 7/2013 and No. 65/2014, which amounts to 4,1935.

2. The budget of the Polish part of the Polish-German research project must be at least PLN 150 000.
3. Applicants may seek funding for research equipment up to PLN 150 000 for a single item. When preparing the project budget, Polish applicants must adhere to the rules included in the following document: *Koszty kwalifikowalne i niekwalifikowalne w ramach projektów badawczych finansowanych przez Narodowe Centrum Nauki w konkursie „BEETHOVEN” attached to Uchwała nr 65/2014 z dnia 11 września 2014 r. Rady Narodowego Centrum Nauki w sprawie warunków oraz regulaminu przyznawania środków na realizację zadań finansowanych przez Narodowe Centrum Nauki w konkursie „Beethoven” na polsko-niemieckie projekty badawcze z zakresu nauk humanistycznych, społecznych i o sztuce.*
4. The budget may include granting of scholarships for pre-doctoral students provided they meet the rules included in the following document:
<http://ncn.gov.pl/sites/default/files/pliki/regulamin-przyznawania-stypendiow.pdf>.
5. Overhead costs must not exceed a maximum of 20% of the eligible costs (excl. equipment) and may not be increased during the course of the research project.
6. Applicants may not seek funding for administrative personnel. Such costs are included in overheads.
7. Please confirm that the research tasks performed by the Polish research team included in the proposal have not been funded from other sources (Please see *Zakres danych wymaganych we wniosku o finansowanie projektu badawczego w konkursie „Beethoven” na polsko-niemieckie projekty badawcze z zakresu nauk humanistycznych, społecznych i o sztuce* – section G, attached to: *Uchwała nr 65/2014 z dnia 11 września 2014 r. Rady Narodowego Centrum Nauki w sprawie warunków oraz regulaminu przyznawania środków na realizację zadań finansowanych przez Narodowe Centrum Nauki w konkursie „Beethoven” na polsko-niemieckie projekty badawcze z zakresu nauk humanistycznych, społecznych i o sztuce.*
8. Please provide a short justification of costs requested (min. 1 page). Please see Project Template IV.3. Budget Table.

V. CURRICULA VITAE INCLUDING PUBLICATION LISTS

Please provide CVs for the Principal Investigators and Co-Investigators, 3 pages max. per person. For each individual, please include a maximum of 10 publications no older than 10 years, obtained grants and prizes.

VI. PROPOSAL SUBMISSION

For technical reasons, proposals have to be submitted in a two-step procedure.

1st step – A single integrated proposal with separate financial sections for each national agency must be submitted by the German PI via **DFG's submission system** "elan" no later than **10 December 2014**. Proposals received after the deadline will not be eligible.

Please note that when submitting the proposal via "elan", the Polish Principal Investigators and Co-Investigators must, for technical reasons, be entered as "participating individuals". Within "elan", only those who apply for funds *from DFG* count as "applicants".

Please also note that in order to prevent server overload towards the end of the submission period, it is advisable to upload your proposal well before the deadline.

Detailed information about "elan" is available at:

elan-Flyer: http://www.dfg.de/download/pdf/foerderung/antragstellung/elan/flyer_eant_en.pdf
and

elan-FAQ: http://www.dfg.de/download/pdf/foerderung/antragstellung/elan/faq_eant_en.pdf.

2nd step (applies to Polish applicants only) – A separate submission of the completed project template, including CVs, with additional information must be submitted via NCN's online submission system no later than **15 December 2014**. A hard copy must also be sent by **15 December 2014** to Narodowe Centrum Nauki, ul. Królewska 57, 30-081 Kraków.

Please also note that in order to prevent server overload towards the end of the submission period, it is advisable to upload your proposal well before the deadline.

VII. CALL DOCUMENTS

- 1) *Call Text*
- 2) *Project Template*
- 3) *Information for Applicants*
- 4) *Evaluation Sheet for Reviewers*

For Polish applicants only:

Uchwała nr 65/2014 z dnia 11 września 2014 r. Rady Narodowego Centrum Nauki w sprawie warunków oraz regulaminu przyznawania środków na realizację zadań finansowanych przez Narodowe Centrum Nauki w konkursie „Beethoven” na polsko-niemieckie projekty badawcze z zakresu nauk humanistycznych, społecznych i o sztuce.

VIII. CONTACT

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