

## Proposal Data and Obligations – Project Proposals

**Please note:** This form should only be used if an electronic proposal submission via elan is not possible. If you are submitting your proposal via elan, you will be asked to enter the information directly into the electronic proposal form.

[First name last name, city of all applicants]

[Project title]

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### I. Proposal data

#### 1 Type of proposal

*Check the appropriate programme and proposal category.*

##### Programme

[ ]

##### Proposal category

New proposal

[ ]

Renewal proposal

[ ]

### 2 Proposal information

#### 2.1 Title/duration

*Enter the title of your research project in German and in English (up to 300 characters each, no special characters).*

Title (in German)

[Text]

Title (in English)

[Text]

*Please state the duration for which you request funding. Note the maximum funding period per proposal in the programme for which you are applying.*

[number] months

#### 2.2 Subject classification

*Funding proposals submitted to the DFG are evaluated by review boards in which various subject areas are represented. Please suggest the **primary** subject area of your proposal. The DFG's subject-area structure can be found at <https://www.dfg.de/subject-classification>*

Subject area:

[Text]

*Optionally, you may suggest additional subject areas here:*

[Text]

### 2.3 Supplemental Classification

You may assign one or more supplemental categories here. *For more information, please refer to the relevant supplementary instructions under*

[http://www.dfg.de/foerderung/programme/einzelfoerderung/sachbeihilfe/formulare\\_merkblaetter/index.jsp](http://www.dfg.de/foerderung/programme/einzelfoerderung/sachbeihilfe/formulare_merkblaetter/index.jsp) *For international collaborations that are non-call related or those without special supplementary proposal instructions, please select the category "General International Research Cooperation".*

- ☐ General International Research Cooperation
- ☐ Transfer Project
- ☐ Cooperation with Developing Countries
- ☐ Long-Term Project
- ☐ Biodiversity
- ☐ Middle East Collaboration
- ☐ D-Süd Project (LAV)
- ☐ Sequencing Centres

### 2.4 Keywords

*Please characterise your project using appropriate keywords. Please enter at least one keyword:*

Keywords (in German):

[Text]

Keywords (in English):

[Text]

### 2.5 Countries

*If the topic of your project relates to other countries, enter the most important ones here. (Do not include international collaborations here.)*

[Text]

### 2.6 Summary

*Please provide a short, plain-language summary of the key objectives of your project (up to 3,000 characters):*

Summary (in German)

[Text]

Summary (in English)

[Text]

### 3 Participating individuals

#### 3.1 Applicants

*Please provide the following information only for persons who will request funding:*

Academic degree/title: [Text]  
 First name: [Text]  
 Last name: [Text]  
 Academic title, suffix [Text]  
 Nationality: [Text]  
 Gender: m [ ] f [ ] d [ ]  
 Date of birth: [DD.MM.YYYY]  
 German-speaking: y [ ] n [ ]  
 E-mail address [Text]  
 Website [Text]  
 Phone/Mobile phone: [Text]

Information on your doctorate

Date of exam [DD.MM.YYYY]  
 Date of certificate [DD.MM.YYYY]

My ORCID ID: [Text]

*The Open Researcher and Contributor ID (ORCID) is a persistent digital identifier that distinguishes researchers from one another. It facilitates the proper attribution of work by connecting researchers with their publications, research data and other research output (such as software) via a unique personal ID. The international ORCID consortium networks researchers worldwide with their publications and research data; for more information, see <http://www.orcid.org> and <https://www.orcid-de.org> (German ORCID Consortium).*

Employment: temporary employment / permanent employment / currently unemployed

Address of the institution that will host the proposed project:

[Text]

Correspondence address if different from above

*Please enter the address for correspondence, if different from the research centre:*

[Text]

#### 3.2 Other participating individuals

*Please list researchers from Germany or abroad who will assume significant project responsibility. These individuals will not be applying for their own funding or be funded through the project. If funding is approved, the names of participating individuals will be included in GEPRIS, the DFG's online project database ([www.dfg.de/gepris](http://www.dfg.de/gepris)).*

*Researchers participating in this programme can be assigned the following roles:*

- ☐ **Co-applicant:** researchers at universities and research institutions **in Germany** who, in addition to the applicants, also assume project responsibility.
- ☐ **Cooperation partner: international** collaboration partners.

*Please list their project contributions in the Project Description. Additional individuals participating in the project may also be included there.*

*(Application partners in knowledge transfer projects should be entered under the section Participating Institutions.)*

*Please provide the following information for each participating individual:*

Co-applicant [ ]

Cooperation partner [ ]

Academic degree/title: [Text]

First name: [Text]

Last name: [Text]

Academic title, suffix [Text]

Nationality: [Text]

Gender: m [ ] f [ ] d [ ]

Date of birth: [DD.MM.YYYY]

German-speaking: y [ ] n [ ]

E-mail address [Text]

Website [Text]

Phone/Mobile phone: [Text]

Address:

[Text]

#### **4 Participating institutions**

*If your project involves other institutions as application partners, please list them here and include their complete addresses. Should the proposal be approved, the names of participating institutions will be included in GEPRIS, the DFG's online project database ([www.dfg.de/gepris](http://www.dfg.de/gepris)).*

[Text]

## II. Concluding Information

**In submitting this proposal to the Deutsche Forschungsgemeinschaft (DFG), all applicants agree to**

- ☐ adhere to the [principles of good research practice](#). The DFG's [Rules of Procedure for Dealing with Scientific Misconduct](#) (Verfahrensordnung der DFG zum Umgang mit wissenschaftlichem Fehlverhalten – VerfOwF) apply.
  - ☐ have adhered to the [Guidelines for Preparing Publication Lists](#).
  - ☐ inform the DFG immediately of any changes to the information provided.
  - ☐ observe all relevant laws, regulations and guidelines that pertain to the project and in particular to attain all necessary approvals, certifications, etc., in a timely manner.
  - ☐ use the grant exclusively and in a targeted manner to realise the funded project, to conform to the relevant [funding guidelines of the DFG](#), and in particular not to use the grant to finance core support.
  - ☐ submit research progress reports according to the dates specified in the award letter and to present financial accounts to the DFG detailing the use of funds.
  - ☐ and **if applicable**
    - o inform the DFG immediately if funding for this project is requested from a third party. Proposals requesting major instrumentation and/or those previously submitted to a third party must be mentioned in the Project Description.
    - o inform your university's DFG liaison officer about the proposal submission.
    - o plan and conduct any **experiments involving humans**, including identifiable samples taken from humans and identifiable data, in compliance with the most current versions of the German Embryo Protection Act (Embryonenschutzgesetz), Stem Cell Act (Stammzellgesetz), Pharmaceutical Drugs Act (Arzneimittelgesetz), Medical Devices Act (Medizinproduktegesetz), and Declaration of Helsinki.
    - o adhere to the regulations and provisions of the Animal Protection Act (Tierschutzgesetz) and the Experimental Animals Ordinance (Versuchstierverordnung).
    - o examine whether the proposed project involves dual use research of concern and if so, to weigh the benefits of pursuing this work against the risks of potential misuse and to implement measures to minimise these risks.
    - o adhere to the provisions of the Genetic Engineering Act (Gentechnikgesetz) with regard to experiments involving genetically modified organisms (GMO).
- [ ] I/We accept the declarations and obligations listed above. I am/We are familiar with the content of the DFG's Rules of Procedure for Dealing with Scientific Misconduct (Verfahrensordnung der DFG zum Umgang mit wissenschaftlichem Fehlverhalten – VerfOwF) and understand and accept that these Rules of Procedure are legally binding for me/us.

The DFG takes the protection of your personal data very seriously. Please note the DFG's data protection notice on research funding, which can be viewed and downloaded at [www.dfg.de/privacy\\_policy](http://www.dfg.de/privacy_policy). In signing the compliance form, you confirm that you have read the DFG's data protection notice. Please forward this information to those individuals whose data will be processed by the DFG because they are mentioned in your proposal.

- [ ] I/We have read the DFG's [data protection notice](#).

### Consent to the processing of special categories of personal data

- [ ] If I/we provide special categories of personal data in connection with this research funding (including the data of any parties involved, where applicable), I/we only consent to the processing and, where applicable, the transfer of this data for the purposes stated in the [Privacy Policy](#).

Before this proposal can be processed, the DFG requires signatures from **all** applicants listed above certifying that they accept and will comply with the conditions and obligations as stated. Multiple applicants may sign and submit this form jointly. Alternatively, each applicant may submit a signed copy of this form separately.

Date/City	Name	Signature
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