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]

I. Proposal data

1 Type of proposal
   Check the appropriate programme and proposal category.

Programme
   Research grants [ ]
   Research Unit FOR [number] [ ]
   Individual proposal [ ]
   Coordination proposal [ ]

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 system can be found at http://www.dfg.de/en/dfg_profile/head_office/structure/programme_contacts/index.jsp

   Subject area:
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

[ ] Transfer Project
[ ] Cooperation with Developing Countries
[ ] Long-Term Project
[ ] Biodiversity

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, no special characters):

Summary (in German)

[Text]

Summary (in English)

[Text]

Optionally, you may suggest additional subject areas here:

[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]
Nationality: [Text]
Gender: m [ ] f [ ]
Date of birth: [DD.MM.YYYY]
German-speaking: y [ ] n [ ]
E-mail address: [Text]
Telephone: [Text]

Address of the institution that will host the proposed project:
[Text]

Please enter the address for correspondence, if different from the research center:
[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. Please list their project contributions in the Project Description. Additional individuals participating in the project may also be included there. Should the proposal be approved, the names of participating individuals will be included in GEPRIS, the DFG’s online project database (www.dfg.de/gepris).

Researchers participating in this programme can be assigned the following roles:
• Co-applicant: researchers who, in addition to the applicants, also assume project responsibility.
• Cooperation partner: international collaboration partners, either in joint projects or calls with international partner organisations.

Application partners in knowledge exchange projects should be entered under the section Participating Institutions.

Please provide the following information for each participating individual.

Co-applicant [ ] or
Cooperation partner [ ]

Academic degree/title: [Text]
First name: [Text]
Last name: [Text]
Nationality: [Text]
Gender: m [ ] f [ ]
Date of birth: [DD.MM.YYYY]

German-speaking: y [ ] n [ ]
E-mail address: [Text]
Telephone: [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).

[Text]
II. Concluding Information

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

- adhere to the principles of good scientific 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 regarding publication lists and bibliographies.
- inform the DFG immediately of any changes to the information provided in this proposal.
- 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 regulations 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 under Additional Information.
  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 if the research project, or parts thereof, are subject to the Convention on Biological Diversity, to follow the Guidelines for Funding Proposals Concerning Research Projects within the Scope of the Convention on Biological Diversity (CBD).
  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.

I/We agree to:

- the DFG’s electronic processing and storage of data provided in conjunction with this proposal. I/we further agree to this information being used for evaluation and statistical purposes and forwarded to reviewers and the DFG-statutory bodies as part of the review and decision-making process.
the forwarding of information that may also include reviews, review board assessments and, where applicable, statements by the Joint Committee.

the possible transfer of information to a third country in individual cases during the course of the review and decision-making process.

the publication of my/our work address(es) and contact details (name, institution and location, phone, fax, e-mail and website) as well as information about the content of the project (e.g. topic, summary, keywords, subject area, DFG programme, funding period, international connections), if approved, in the GEPRIS information system (http://www.dfg.de/gepris) and potential publication in other, non-commercial materials and databases created in cooperation with the DFG.

I/We understand that the electronic publication of this information may be opposed by contacting the appropriate programme contact no later than four weeks from receipt of the award letter.

[ ] I/We accept the foregoing conditions.

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; they may also submit a signed copy of this form separately.

________________________
Date/City                        Name            Signature(s) (all applicants)