

Template

for Submission of Letters of Intent

The successful implementation of a German national research data infrastructure is dependent on collaboration among all stakeholders, particularly among consortia. In order to support cooperation and networking among prospective consortia, the DFG requests letters of intent to submit a proposal from all potential applicants. The letters of intent will subsequently be published online at

www.dfg.de/nfdi

In addition to facilitating cross-consortia networking, the letters of intent will be used to plan the review.

Please note the following

- If you are planning to apply in September 2020, you **must** submit a **binding letter of intent** that will serve both as advance notification of proposal submission in 2020 and as **binding information on the (co-)applicants and participants** of your consortium. Proposals that have not been preceded by a letter of intent according to this template will not be considered in the second round.
- If you are planning to apply in the third round of NFDI consortia calls, which is scheduled for autumn 2021, you are encouraged to submit a **non-binding letter of intent** now.
- For 2020, consortia focusing primarily on cross-cutting topics will not be considered. The binding and non-binding letters of intent will instead be used to work towards a clearer

understanding of user and community needs and potential contributions of consortia in the area of cross-cutting topics (see number 4 below).

- Full proposals for the second round must be submitted via the elan portal. Note, however, that the letter of intent must be sent by e-mail and cannot be submitted via the elan portal.
- To enable networking, the contact details of all (co-)applicant institutions and all (co-)spokespersons will be published online.
- Binding and non-binding letters of intent must be written in English.
- Your document must be structured according to the template provided below (this rtf file, Arial 11).
- Please send your binding letter of intent (for 2020) or your non-binding letter of intent (for 2021) to the following e-mail address: nfdi@dfg.de.
- **DEADLINE: 15 August 2020**

Please note that the letters of intent you submit, including personal data submitted in accordance with the applicable procedural rules and in line with data protection information on DFG research funding, will be published on the DFG website for informational and networking purposes and to facilitate the preparation of research proposals.

Please address the following aspects in your letter of intent

1 Binding letter of intent as advance notification or non-binding letter of intent

<input type="checkbox"/>	Binding letter of intent (required as advance notification for proposals in 2020)
<input type="checkbox"/>	Non-binding letter of intent (anticipated submission in 2021)

2 Formal details

- Planned name of the consortium
[Your text]
- Acronym of the planned consortium
[Your text]

- Applicant institution
[Name and address]
[Name of the head of the institution]
- Spokesperson
[Name, e-mail address, institutional affiliation]

- Co-applicant institution
[Name and address]
[Name of the head of the co-applicant institution]
- Co-spokesperson
[Name, e-mail address, institutional affiliation]

[Please repeat for all co-applicant institutions/co-spokespersons within the planned consortium.]

- Participant
[Name, institutional affiliation]

[Please repeat for all participants within the planned consortium.]

Remember that you are not allowed to include additional co-applicants or participants in the full proposal that have not been listed in the binding letter of intent.

3 Objectives, work programme and research environment

- Research area of the proposed consortium (according to the DFG classification system:
https://www.dfg.de/download/pdf/dfg_im_profil/gremien/fachkollegien/amtsperiode_2020_2023/fachsystematik_fachkollegien_amtsperiode_2020-2023.pdf)
[Multiple review boards (Fachkollegien) or subject areas (Fächer) may be listed.]
- Concise summary of the planned consortium's main objectives and task areas
[Your text, max. 2 pages]
- Brief description of the proposed use of existing infrastructures, tools and services that are essential in order to fulfil the planned consortium's objectives
[Your text, max. 1 page]
- Interfaces to other proposed NFDI consortia: brief description of existing agreements for collaboration and/or plans for future collaboration
[Your text, max. 1 page]

4 Cross-cutting topics

- Please identify cross-cutting topics that are relevant for your consortium and that need to be designed and developed by several or all NFDI consortia.
[Your text]
- Please indicate which of these cross-cutting topics your consortium could contribute to and how.
[Your text, max. 1 page]

Please also fill in the next page.

5 Annex

- For each (co-)spokesperson listed above, please add a list of all persons and/or institutions with whom the (co-)spokesperson collaborated closely during the last three years.