

# Elan Instructions for German Applicants for the Biodiversa+ Call “Restoration of ecosystem functioning, integrity, and connectivity” BiodivConnect

## Table of contents

Where can I find information on the call and elan? .....	1
Who has to submit the Biodiversa+ full proposal via elan? .....	1
How can I start the online form? .....	1
Which documents are needed? .....	2
Peculiarities in elan that have to be strictly observed for this call.....	2
Elan instructions step by step (excerpt) .....	3

## Where can I find information on the call and elan?

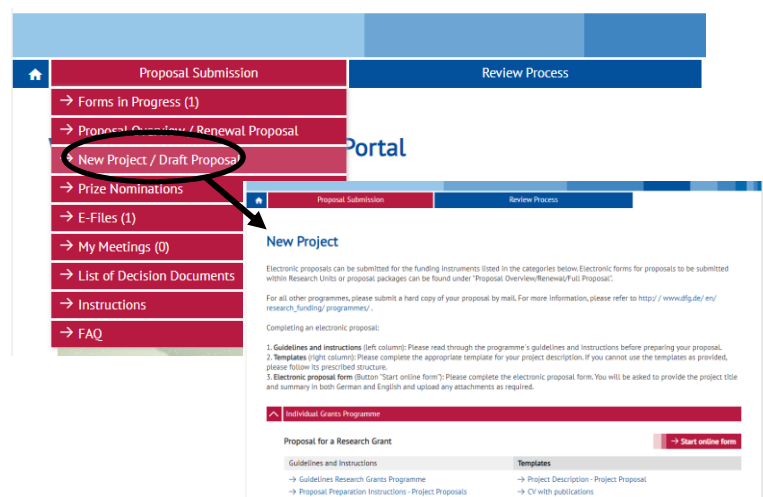
- Homepage of BiodivConnect: [BiodivConnect](#)
- National regulations: [BiodivConnect – Rules of the Funding Organisations](#)
- elan portal and its FAQs: [DFG, German Research Foundation - The elan Portal](#)

## Who has to submit the Biodiversa+ full proposal via elan?

- Applicants requesting funding from a German research funding organisation (DFG or BMFTR (PtJ)) have to upload the proposal in the DFG’s electronic proposal processing system “elan” by **19 April 2026 at the latest**. Applicants who are not eligible for DFG funding according to information given in the pre-proposal, have been informed separately by EPSS and have to submit their proposal via the easy online system to the BMFTR on demand.
- **If several partners from Germany apply for funds** in your consortium, only one of them has to submit the proposal in elan. This person has to add the German partners as **additional applicants**, using their respective elan account name(s), and indicate their budget (team members not applying for funding are not to be added).
  - Prior to submission, **each** applicant must be registered in elan by **1 April 2026**.

## How can I start the online form?

- [elan Portal](#)
- Proposal Submission/New Project
- Individual Grants Programme
- Proposal for a Research Grant
- Start online form



## Which documents are needed?

- **Final full proposal:** A copy of the joint proposal that has been submitted to EPSS (do NOT use the DFG template “Project Description – Project Proposal”, 53.01).
- **Proposal Application Form EPSS/CV:** The Proposal Application Form is generated automatically in the EPSS from your entries and includes a short CV. Ideally, please use this document to fulfil the technical requirements for uploading your CV. If this document is not available, any other CV will be accepted, but later manually replaced in our database by the EPSS document.
- **If you have a fixed-term position:**  
If your current contract terminates before 1 April 2028, an informal statement on the part of the institute management must be submitted stating that it is the institute’s intention to continue the employment at least until the end of the project term.

## Peculiarities in elan that have to be strictly observed for this call:

*Please make sure to check this information before starting the proposal submission even if you are familiar with the elan portal, since there are certain peculiarities to be considered. **Please note that we reserve the right to reject incomplete proposals.***

- Select the appropriate call  
**“BiodivConnect 2025/2026”**

### Proposal Data

\* required fields

If you are submitting your proposal in response to please select the relevant announcement from the below. The list only shows current calls and announcements. You may also refer to the DFG's at **Announcements and Proposals**.

Call for Proposals:

Enter the title of your research project (characters each):

- Enter your project acronym (if too long, only the first 15 characters)
- Choose **“Plant Sciences > Ecology and Biodiversity of Plants and Ecosystems”** as the primary subject area even if not applicable (this subject area is required for administrative reasons; more subject areas can be added)
- **Strictly mandatory:** Add **all** consortium partners applying for funds from foreign funding organisations listed in the proposal application form and filled in in the EPSS as Participating Individuals (**Cooperation Partners**) (self-financed partners are not to be added)

## Please also note:

- **Overheads** (“Programmpauschale”) are calculated automatically by the DFG’s elan portal in case of funding → no entry possible
- After submitting the proposal in elan, you will automatically receive a **compliance form** by e-mail, which has to be signed by all German applicants and returned to the DFG as soon as possible by uploading it to elan. As soon as your proposal appears in your elan overview (this might take a few days), you can use the correspondence link to upload the signed form (under Proposal Submission – Proposal Overview).
  - Please do not send the compliance form via e-mail.
- The compliance form confirms **receipt of your application**
- No support letters from academic partners needed

## Elan instructions step by step (excerpt)

Programme Information	Processing Steps (only excerpt)	To select or fill in, and further information
Proposal Data	Call for Proposals	<b>VERY IMPORTANT:</b> Please select the following call: Biodiversa+„BiodivConnect 2025/26“
	Project Acronym	Same as in BiodivConnect proposal in EPSS (if too long, only the first 15 characters)
	Title	Same as in BiodivConnect proposal
	Subject Area	Primary: <b>“Plant Sciences &gt; Ecology and Biodiversity of Plants and Ecosystems”</b> even if not applicable (this subject area is required for administrative reasons, more subject areas can be added)
	Summary	Copy from BiodivConnect proposal in EPSS (English version) and add a German version
Applicants	Add Applicant	Your own elan account name (e-mail address of your elan account)
	Funding Organisation	DFG (this does <u>NOT</u> exclude funding by BMFTR (PtJ))
	Modules	<b>For DFG funding, your entries in elan are binding (please check carefully!)</b> Overheads (“Programmpauschale”) are calculated automatically by the DFG’s elan portal in case of funding → no entry possible
	Add Applicant/s (optional)	Further applicant/s from Germany ( <i>only if the respective persons are members of your consortium AND are applying for funding; team members not applying for funding are not to be added</i> )
Other Participating Individuals	Participating Individuals (strictly mandatory)	<b>“Cooperation Partners”:</b> Add <b>all</b> consortium partners applying for funds from foreign funding organisations listed in the proposal application form and filled in in the EPSS (self-financed partners are not to be added)
Attach Documents		<ul style="list-style-type: none"> <li>- <b>Final full proposal:</b> A copy of the joint proposal that has been submitted to EPSS (do NOT use the DFG template “Project Description – Project Proposal”, 53.01)</li> <li>- <b>Proposal Application Form EPSS/CV:</b> The Proposal Application Form is generated automatically in the EPSS from your entries and includes a short CV. Ideally, please use this document to fulfil the technical requirements for uploading your CV. If this document is not available, any other CV will be accepted, but later manually replaced in our database by the EPSS document.</li> <li>- <b><i>If you have a fixed-term position:</i></b> If your current contract terminates before 1 April 2028, an informal statement on the part of the institute management must be submitted stating that it is the institute’s intention to continue the employment at least until the end of the project term</li> </ul>