# Helmholtz AI Projects 2019 - application template

**Appendix 1: Template**

## General information

|  |  |
| --- | --- |
| **Submission details** | **Description** |
| **Parts and page limits** | Cover page, English and German abstracts (max. 1 page), main body (max. 5 pages), appendices (incl. CVs & confirmation letters) |
| **Formatting** | Arial, font size 11 & single-line spacing |
| **Language** | English (except German abstract) |

## Cover Page

|  |  |
| --- | --- |
| **Project title** |  |
| **Project acronym** |  |
| **Keywords (<10 words)** |  |
| **Duration (max. 36 months)** |  |
| **Requested funding (without matching, max. €200k)**  |  |
| **Matching funds**  |  |

|  |  |  |
| --- | --- | --- |
| **Principal Investigator** |  |  |
| **1 (coordinating)** | **Name** |  |
| **Affiliation** |  |
| **Phone** |  |
| **Email** |  |
| **2** | **Name** |  |
| **Affiliation** |  |
| **Phone** |  |
| **Email** |  |
| **…** | **Name** |  |
| **Affiliation** |  |
| **Phone** |  |
| **Email** |  |

## Abstracts

|  |
| --- |
| **English version** |
| *Max. 1/2 page* |
| **German Version** |
| *Max. 1/2 page* |

## Project proposal (main body, i.e. max. 5 pages)

1. Scientific case

Please describe your scientific case and your objective(s) clearly and coherently, laying out the challenges, urgency and potential impact. Please reference your key deliverables.

1. Unique and ambitious approach

Please explain the uniqueness of your approach in the context of it being a Helmholtz-specific opportunity, highlighting the complementarity of and contributions from the participating centers.

Please detail the potential risks and associated gains of your project in contrast to a more conservative, incremental approach.

1. Utility of AI/ML methods and/or data sets

Please explain your project’s potential to improve, implement, transfer and/or disseminate the applied techniques, methods and, if applicable, the joint usage/exploitation of data sets. Please reference your deliverables.

1. Long-term impact

Please discuss the expected long-term impact arising from the joint endeavor, particularly for

i) the research field and for method development/application at the participating centers,

ii) other centers within the Helmholtz Association and

iii) beyond.

Please reference your deliverables.

1. Implementation and management

Please lay out the plans for staff recruitment and all expenditures, and describe the intended project management, decision-making and oversight measures you will apply, including communication between participating centers.

Appendices

## List of Work Packages

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **WP#** | **WP Title** | **Lead (PI)** | **Budget****(IVF+own)** | **Start month/year** | **End month/year** |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| ... |  |  |  |  |  |

Please provide a list of work packages with a descriptive title and indicate the leading centre, the budget and the timeline.

## List of Deliverables

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Deliver-able #** | **Deliverable type and description** | **WP#** | **Lead** | **Due month** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| ... |  |  |  |  |

Deliverables are outputs that must be produced at a given moment during the project (normally not at the same time as the annual or final reports). Please set out clear and verifiable deliverables, define the associated work package, the responsible project partner and the due month.

Non-limiting examples for deliverables are: documents (e.g. scientific, policy or lay publications, reports, technical brochures), website content, code (package), software (e.g. apps or new versions), data sets, patent filing, collaboration/license agreement…

Please take into account that first deliverables are expected within 12 months.

##

## Budget

Your budget planning must include a break-down of the allocated budget for each work package defining their aggregate in-kind and cash contributions for the entire funding period. Overhead cannot be funded, please do not calculate any.

|  |  |
| --- | --- |
|  | **Contributions (Euro)** |
|  |  | **Own** | **IVF** | **Total** |
|  | **WP 1** |  |  |  |
|  | Partner 1 (Name) |  |  |  |
|  | Partner 2 (Name) |  |  |  |
|  | … |  |  |  |
|  | **WP 2** |  |  |  |
|  | Partner 1 (Name) |   |   |  |
|  | Partner 2 (Name) |   |   |  |
|  | … |  |  |  |
|  | **Total** |  |  |  |  |

Your budget planning must also include a break-down of the annual budget for each participating center according to type of funding (staff and expenses).

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Financial plan** |   |   |   |  |   |
|  |  | **2020** | **2021**  | **2022** | **2023** | **Total** |
|  |  |  | Euro | Euro | Euro | Euro | Euro |
| **Overall costs**(without overhead) |  |  |  |  |  |
|  | **Partner 1** |  |  |  |  |  |
|  | Staff expenses |  |  |  |  |  |
|  | Expenses related to materials and equipment  |  |  |  |  |  |
|  | Misc. (please specify) |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  | **Partner 2** |  |  |  |  |  |
|  | Staff expenses |  |  |  |  |  |
|  | Expenses related to materials and equipment  |  |  |  |  |  |
|  | Misc. (please specify) |  |  |  |  |  |
|  | … |  |  |  |  |  |
|  | **Own contributions**  |  |  |  |  |  |
|  | **IVF** |  |  |  |  |  |

##

## List of potential reviewers (without conflict-of-interest)

|  |  |  |
| --- | --- | --- |
| Reviewers |  |  |
| 1 (must be female) | Name |  |
| Expertise |  |
| Affiliation |  |
| Email |  |
| 2 (must be female) | Name |  |
| Expertise |  |
| Affiliation |  |
| Email |  |
| 3 (must be female) | Name |  |
| Expertise |  |
| Affiliation |  |
| Email |  |
| 4 | Name |  |
| Expertise |  |
| Affiliation |  |
| Email |  |
| 5 | Name |  |
| Expertise |  |
| Affiliation |  |
| Email |  |
| 6 | Name |  |
| Expertise |  |
| Affiliation |  |
| Email |  |

## Participating PIs

* CVs of participating PIs

## If already available, CV(s) of (a) potential candidate(s)

* CVs of potential candidates PIs

## Confirmation of the participating Helmholtz Centers

* Signed confirmation letters of the CEOs of **each participating** Helmholtz center, declaring that allocation of funding to match the contribution of the Initiative and Networking Fund is assured.