**Annex to the Call for Applications – “The Coronavirus Pandemic: Insight, Coping, and Prevention”**

**Template for the draft proposal (cover page and project outline)**

Please add a cover page (one page) to the draft proposal. The layout and content should correspond to the specifications under section A.

Please follow the structure mentioned in section B for your draft proposal. Applications have to be submitted in English.

**A. Cover page template**

|  |  |
| --- | --- |
| **Name/Project Title** |  |
| **Research Topics/ Dimension(s)** |  |
| **Planned Sub-Projects and Profile Elements** |  |
| **Up to 15 Keywords** |  |
| **Helmholtz Center(s) and Project Partner Institutions** |  |
| **Spokesperson / Coordinator with Phone / Email Contact** |  |
| **Planned Start of Funding**  **Planned Duration of Funding** | *[dd/mm/yyyy]*  *[in years]* |
| **Requested Funding from IVF**  **Total Budget** (incl. matching) | *[in EUR]*  *[in EUR]* |

|  |  |
| --- | --- |
| **Short Title(s) of Corresponding Announcements of Interest** |  |

**Executive Summary in English**

*Max. ½ page*

**Zusammenfassung auf Deutsch**

*Max. ½ page*

## B. Draft proposal structure with guiding questions

The draft proposal (part B) must not exceed 12 pages, excluding the first draft of the sub-projects and profile elements in section 2.2.2 (max. 2 pages each) and the annex (see page 5). Please use font type Arial 10pt. Please adhere to the following structure, including headings and numbering, and address the guiding questions set out in the relevant sections. **Draft proposals not following these specifications cannot be considered in the further selection process (exclusion criterion).**

1. **Scientific concept**
   1. Explanation of the central research question and its relevance

* Explain the question’s relevance for society and/or economy.
* Summarize the resulting scientific question and explain in which way the scientific case contributes to solving the socially and/or economically relevant question, which runs like a common thread through the proposed consortium.
* Formulate one or more rather concrete goals of your research and explain the intended contribution with regard to problem-solving and transfer.
* Name stakeholders from economy, politics and society, for which your research is relevant.
* Point out who else except from you is working on this question in the international research environment and how you position your consortium and approach in this respect.
  1. Description of the research approach and the procedure
* Explain your intended approaches and methods to address the question.
* Clarify the originality of your approaches.
* Explain the question’s subdivision into sub-aspects. Point out which sub-projects you want to divide the consortium into and how this corresponds to the central research question.
* Elaborate on the relations, dependencies and synergies between the sub-projects.
  1. Presentation of the preparatory works and strengths of the consortium partners
* Briefly introduce your consortium partners with their relevant competencies. Describe the partners’ specific contributions to the research question.
* Outline which preparatory work and research conditions (e. g. research infrastructures, data, etc.) enables your consortium to engage with the research question.
* Emphasize the added value of your collaborative work in the consortium in comparison to working on the individual projects separately.
* Illustrate how the pioneering project relates to your core-funded research work.
  1. Information about external partners and their planned involvement

1. **Consortium structure**
   1. Overall structure of the consortium in interaction with the sub-projects and profile elements

Describe the overall structure of your consortium with regard to the interaction between the sub-projects as well as with the profile elements, their instruments and the backbone (project management). Ideally, illustrate the structure and interaction in a chart.

* 1. Sub-projects and profile elements

# 2.2.1 Name the selected sub-projects (of which at least 2 have to be profile elements with their instruments) and their function and integration within the joint project. Describe why precisely these profile elements are suitable with regard to the consortium’s overall research question.

# 2.2.2 Provide a draft of the planned profile elements, their instruments and sub-projects

# [*2.2.2 (a), (b), (c) etc. Each profile element or sub-project outline must not exceed 2 pages.*]

* + Name the chosen instruments for designing the respective profile element.
  + Describe the thematic focus.
  + Illustrate the approach (outline of the work program).
  + Map the sub-projects and profile elements with the respective consortium partners and outline a concept for involving additional partners.
  1. Backbone

Describe the structure and function of the backbone for project control, sub-project integration, networking with other networks and platforms, and tasks associated with the project such as young talent promotion, communication, data management, etc.

1. **Schedule and financial planning**

Please specify the budget requirements of the consortium over the entire funding period according to the following scheme:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **In thousand EUR** | **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** | **IVF** | **Matching** | **Total** |
| Sub-project 1 |  |  |  |  |  |  |  |  |
| Sub-project 2 |  |  |  |  |  |  |  |  |
| Sub-project 3 |  |  |  |  |  |  |  |  |
| Profile Instrument 1  (e. g. Transfer: Transfer Fund) |  |  |  |  |  |  |  |  |
| Profile Instrument 2  (e. g. Young Talent Promotion:  Research School) |  |  |  |  |  |  |  |  |
| Backbone |  |  |  |  |  |  |  |  |
| **Total budget of the consortium** |  |  |  |  |  |  |  |  |

Annex:

* Standardized résumés of the principal investigators of ½ page (up to 20 PIs) with the following information: Name, Affiliation, Current Position, Research Expertise, h-index (Google Scholar, Web of Science), Publications (5 most important)
* Initial proposals of potential reviewers for the full proposal phase. Please make sure that **four** of them are women scientists and list up to eight key words on their expertise.
* Letter of support from the management of all participating institutions of the consortium (informal)