



**DAINA – Polish-Lithuanian Funding Initiative  
Call for proposals 2017**

**JOINT PROJECT DESCRIPTION TEMPLATE**

**A complete proposal consists of the joint project description (this document), the CVs of the Principal Investigators, as well as supplementary documents as needed. The proposal must be written in English. Please note that this document has to be submitted in font size: 11 or 12, line spacing: 1.15. Applicants are obliged to ensure that the proposal contains sufficient information for evaluation.**

**I. CORE DATA**

1. Title of the Research Project

In English:

In Lithuanian:

2. Acronym (one word, 12 characters maximum; the same as in the OSF system)

3. Name and affiliation of the Polish Principal Investigator

Name, title:

Host institution (implementing the project):

Email address:

Tel:

Has the principal investigator within 10 years of submitting the proposal benefited from maternity leave, adoption leave, additional maternity leave, additional adoption leave, paternal leave, parental leave granted in compliance with the Employment Code, or periods of sickness benefit or rehabilitation benefit granted on account of unfitness for work, including any caused by a health condition requiring therapeutic rehabilitation? *(If so, specify the number of months)*

4. Name and affiliation of the Lithuanian Principal Investigator

Name, title:

Implementing institution:

Legal code:

Address:

Email address:

Tel:

Account No:

Has the principal investigator within 10 years of submitting the proposal benefited from maternity leave, adoption leave, additional maternity leave, additional adoption leave, paternal leave, parental leave granted in compliance with the Employment Code, or periods of sickness benefit or rehabilitation benefit granted on account of unfitness for work, including any caused by a health condition requiring therapeutic rehabilitation? *(If so, specify the number of months)*

5. Subject classification (as in the OSF system, with the name of the Panel; in case of an interdisciplinary project, please indicate the main discipline)



6. Keywords (please submit at least one and at most six keywords separated by a semicolon)

7. Project duration for which funding is requested

In months (24 or 36):

Project Planned Start Date (01.09.2018, 01.10.2018, 01.11.2018, 01.12.2018 or 01.01.2019)

8. Summary (*research project objectives/research hypothesis; research project methodology; expected impact of the research project on the development of science, civilization and society; up to 1 page in each language*). The summary in English must be identical to the one in the OSF system.

In English:

In Lithuanian:

## II. RESEARCH TEAM

1. Research Team – Principal Investigators (both PI's need to provide their CVs as an attachment in the appropriate section of the OSF system)

| First name and last name; academic degree or research position | Host /Implementing Institution (implementing the project) | Scope of work within individual project tasks |
|--|---|---|
| 1.   |   |   |
| 2.   |   |   |

2. Research Team – Co-investigators and others (*all research team members listed in this section should have a significant role in the research and their presence as members of the research team should be justified; members can be listed as Co-investigators, Post-docs, PhD students or technical staff; please note that there is no optimum number of researchers taking part in the project, but the research team composition will be evaluated*)

| Nature of contribution in the project, type and character of position in the project ( <b><u>no personal data included</u></b> ) | Host/Implementing Institution (implementing the project) | Scope of work within individual project tasks |
|--|--|---|
| Co-investigator 1  |  |   |
| Co-investigator 2  |  |   |
| Post-doc 1   |  |   |
| PhD student 1  |  |   |
| ....   |  |   |



### III. DESCRIPTION OF THE RESEARCH PROJECT (*up to 15 pages for this section*)

1. Objectives and tasks (*describe the idea of the project, the scientific problem aimed to be solved/hypothesis; scientific objectives with particular attention to the innovative nature of the research project and its importance for the development of science should be listed; each objective or task should be described separately*)
2. Current knowledge in this field and preliminary work (*present the analysis of the problem, describe the current state of knowledge in your field and its direct relationship to your project, the impact of the project results on the development of the research field and scientific discipline; disclose novelty, originality and degree of innovation of proposed research*)
3. Work Programme including proposed research methods (*indicate the research methodology or methods, data management, type and degree of access to the equipment to be used in the proposed research project, state of pre-existing research indicating the feasibility of research objectives; draw up a milestone project implementation plan dividing the plan of work into stages<sup>1</sup>; identify possible risks, critical paths and provide for its management plan*)
4. Added value of international cooperation, the importance of Lithuanian-Polish cooperation (*description of the value of the proposed international cooperation with project partners from Poland/Lithuania [and other countries if applicable, and if such partners are funded from their respective national sources], how the project partners from Lithuania and Poland are capable of collectively achieving project objectives, and how they are suited and committed to the tasks assigned to them; show the complementarity between the partners; explain how the partners are balanced in relation to the objectives of the project; describe the planned continuation of collaboration after the end of the project*)
5. Planned results (*dissemination of project results: scientific publications and presentations at conferences; joint Polish-Lithuanian publications are mandatory; scholarly monographs, doctoral and habilitation dissertations, new methods and research facilities, economic and societal impact, impact of the research results on the development of science, scientific discoveries*)
6. References (a list of all publications cited in sections III.1 – III.5 of the Joint Project Description)

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<sup>1</sup> Interim reports are required only by the RCL for the Lithuanian project part in the middle of the project, i.e. after 12 or 18 months. The approval of the interim report is a condition under which the Lithuanian part of the research project can be continued.



#### IV. FURTHER INFORMATION

1. The Host /Implementing Institution's premises, scientific infrastructure and services to be used within the project (*describe the Host/Implementing Institution's commitment to the project, i.e. whether it provides access to facilities, scientific equipment, administrative and financial support services and other necessary items; both Polish and Lithuanian applicants should note that the administrative personnel costs have to be covered from overheads. For detailed information please refer to: "Costs incurred in research projects funded by the National Science Centre" – .... and "General rules for the competitive funding of research and dissemination projects of the Research Council of Lithuania"*)(up to 1 page).

2. Ethical issues: please describe whether there are any ethical issues raised by the proposed research and if so, how they are to be addressed (*please indicate whether the research envisaged, according to the project, requires a permit from one or several authorised bodies.*

*For Polish Applicants e.g.: the Bioethics Committee or the ethics committee for testing on animals etc., in accordance with regulations on modified organisms, using protected species or within protected areas. If so – in section G of the application form in the OSF system commit to obtain all such permissions, recommendations and authorisations as may be required or enter the permit's ID number.*

*For Lithuanian Applicants e.g.: the Bioethics Committee, the State Food and Veterinary Service, Environmental Protection Agency, etc.).*

Also, please note that Polish Applicants have to follow the "NCN Code of ethics on research integrity and application for funding" – Attachment to resolution no 39/2016 of the Council of the NCN of 11<sup>th</sup> May 2016.

3. Researchers with whom you have collaborated scientifically (*please list the researchers with whom you have collaborated scientifically throughout the years 2017, 2016, 2015 and 2014 and those with whom you have agreed to cooperate on this proposal. This information will assist the RCL and NCN scientific officers in avoiding potential conflicts of interest during the review process.*)

4. Other submissions of the proposal (*has the proposal been submitted in response to other calls or to other funding agencies? Please check RCL and NCN rules regarding submission of a project to more than one scheme.*)



## V. BUDGET

1. Polish project part: Specification and justification of funds requested.

You can apply for the following cost items: personnel, equipment, consumables, outsourcing/subcontracting, travel and subsistence costs, including conference attendance fees of team members of the Polish research team, travel and subsistence costs for participants of project meetings and seminars in Poland, Other costs (including publication costs, excluding review fees), Overheads. **You need to justify all costs requested except the overheads (up to 2 pages).**

(Please see: “Costs incurred in research projects funded by the National Science Centre” – ...” and all relevant material on the NCN website)

2. Lithuanian project part: Specification and justification of funds requested.

You can apply for the following cost items: personnel, social insurance, service costs, expenses for copyright works, expenses for goods, business travel costs, expenses for the acquisition of non-current assets, indirect costs, additional indirect costs for the operation of research equipment. (Please see RCL website for further information). **You need to justify all costs requested except the indirect costs** (however, additional indirect costs for the operation of research equipment must be justified) **(up to 2 pages).**

(Please see: “General rules for the competitive funding of research and dissemination projects of the Research Council of Lithuania”)

3. **Polish Research Team Budget Table** (For the purpose of this Joint Project Description and its evaluation, please indicate all amounts in Euro)

For Polish Applicants: Please note that the Euro exchange rate should be calculated according to the NCN Council's Resolutions No. 82/2017 (see appendix 2), namely EUR 1 amounts to PLN 4,2837 (please round the numbers down). The budget table available in the OSF system will help you to calculate the amounts according to NCN regulations.

| <b>BUDGET TABLE FOR POLISH APPLICANTS (EUR)</b>  |  |
|--|--|
| <b>Please note that the table must be identical to the budget table available in the OSF system</b>  |  |
| Investigators /Staff costs   |  |
| Equipment  |  |
| Materials and small equipment (expendable goods for direct use in the project)   |  |
| Outsourced services (services ordered from entities external to the Host Institution)  |  |
| Conferences and business trips (by members of the research team)   |  |
| Visits and consultations ( <i>travel expenses /travel expenses by external collaborators and/or consultants and costs of meetings; costs of visits for the Lithuanian team are covered from the RCL budget</i> ) |  |



|  |            |
|--|------------|
| Other costs (such as those which do not fit into other categories, including publication costs, excluding review fees) |            |
| Collective investigators   |            |
| Overheads (max. 40%)   |            |
| <b>Total Poland</b>  | <b>EUR</b> |

#### 4. Lithuanian Research Team Budget Table

For Lithuanian Applicants: Please note that the budget table available in the RCL electronic system will help you to calculate the amounts according to RCL regulations

| <b>BUDGET TABLE FOR LITHUANIAN APPLICANTS (EUR)</b>   |   |            |
|---|---|------------|
| <b>Please note that the table must be identical to the budget table available in the RCL system</b> |   |            |
| No.   | Cost item   | Total, EUR |
| 1.  | Wages   |            |
| 2.  | Social insurance and other contributions  |            |
| 3.  | Service costs   |            |
| 4.  | Expenses for copyright works  |            |
| 5.  | Expenses for goods  |            |
| 6.  | Business travel costs ( <i>costs of visits for the Polish team are covered from the NCN budget</i> )  |            |
| 7.  | Expenses for the acquisition of non-current assets  |            |
| 8.  | Indirect costs ( <i>up to 30 % of the funds indicated in points 1-4</i> ) and additional indirect costs for the operation of research equipment |            |
|   | Total Lithuania:  |            |
|   | Total Lithuania and Poland:   |            |



## VI. CVs INCLUDING PUBLICATION LISTS

Please provide CVs for both Principal Investigators, 3 pages max. per person (academic and research career, research projects led, research experience at home and abroad, most important prizes and awards; for each individual, please include a list of a maximum of 10 of the most relevant publications published<sup>2</sup> over the period of 10 years prior to the submission of the proposal<sup>3</sup>; during the evaluation, emphasis will be put on the quality of the publications, i.e. if they are on the list by JCR, or on comparable lists, and the monographs' nationwide or international impact will also be considered; where possible, please indicate the current five-year impact factor of the journal and the number of citations of each publication excluding self-citations).

Please upload CVs and the Joint Project Description as attachments in the appropriate sections in the OSF submission system.

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<sup>2</sup> In the case of unpublished manuscripts please submit the acceptance letters from the editor as the attachments to the proposal in the OSF system.

<sup>3</sup> Breaks in research career shall not be counted as part of this period. Older publications can be cited only if the applicant has taken significant career breaks within the last 10 years. The career break is understood as maternity leave, adoption leave, additional maternity leave, additional adoption leave, paternal leave, parental leave granted in compliance with the Employment Code, periods of sickness benefit or rehabilitation benefit granted on account of unfitness for work, including any caused by a health condition requiring rehabilitation.