SHORT PROPOSAL “CLINICAL RESEARCH GROUPS”

*Version\_02, 01.06.2024 for Call 2024/25*

|  |
| --- |
| *PLEASE NOTE THAT THIS TEMPLATE SERVES THE SOLE PURPOSE TO FAMILIARIZE YOURSELF WITH THE APPLICATION AND ITS DIFFERENT PARTS. IT MAY BE USED TO PREPARE FOR THE APPLICATION VIA LBG’S ONLINE PORTAL eSUBMISSION. NOTE THAT THIS FORM CANNOT BE USED FOR UPLOAD AND DOES NOT SERVE TO SUBMIT AN APPLICATION.* |

GENERAL INFORMATION

Table 1: Key data of the Clinical Research Group

|  |  |
| --- | --- |
| **Full title of the Clinical Research Group**[[1]](#footnote-1) |  |
| **Short title of the Clinical Research Group** | *Acronym (max. 8 characters)* |
| **Keywords (up to 6)** |  |
| **Application in the field of cancer research[[2]](#footnote-2)** | [ ]  |
| **Lead/Applicant Institution** |  |
| Field of science and technology classification of Host Institution1 |  |
| Address |  |
| Costs | Total costs in Euro (incl. in-kind contributions):Total requested funding in Euro: |
| Goals | *Please present the goals and innovative contents of the Clinical Research Group using a maximum of 5 sentences.* |

Table 2: Key data of the Mentor[[3]](#footnote-3)

|  |  |
| --- | --- |
| **Mentor[[4]](#footnote-4)** |  |
| Organisation |  |
| Department/Institute |  |
| Field of science and technology classification1 |  |
| Position in Lead/Applicant Institution |  |
| Email |  |
| Telephone |  |
| ORCID |  |

Table 3: Key data of the Head

|  |  |
| --- | --- |
| **Head[[5]](#footnote-5)** |  |
| Organisation |  |
| Department/Institute |  |
| Field of science and technology classification1 |  |
| Position in Lead/Applicant Institution |  |
| Email |  |
| Telephone |  |
| ORCID |  |

Table 4: Key data of Work Package/Sub-Project Leader 1

|  |  |
| --- | --- |
| **Work Package/Sub-Project Leader 1**  |  |
| **Deputy Head *(tick if applicable)*** |[ ]
| Organisation |  |
| Department/Institute |  |
| Field of science and technology classification[[6]](#footnote-6) |  |
| Position |  |
| Email |  |
| Telephone |  |
| ORCID |  |

*(Please multiply the table below as needed)*

Table 5: Key data of Work Package/Sub-Project Leader 2

|  |  |
| --- | --- |
| **Work Package/Sub-Project Leader 2** |  |
| **Deputy Head *(tick if applicable)*** |[ ]
| Organisation |  |
| Department/Institute |  |
| Field of science and technology classification[[7]](#footnote-7) |  |
| Position |  |
| Email |  |
| Telephone |  |

Cooperation Partner(s):

*(Please multiply the table below as needed)*

Table 6: Key details of Cooperation Partner 1

|  |  |
| --- | --- |
| **Cooperation Partner 1** |  |
| Department/Institute |  |
| Field of science and technology classification1 |  |
| Contact person |  |
| Email |  |
| Telephone |  |

Other Partner(s):

*(Please multiply the table below as needed)*

Table 7: Key details of Other Partner 1

|  |  |
| --- | --- |
| **Other Partner 1** |  |
| Department/Institute |  |
| Field of science and technology classification[[8]](#footnote-8) |  |
| Contact person |  |
| Email |  |
| Telephone |  |

Overview of CRG personnel

Table 8: List of CRG personnel

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **WP No.** | **Field of science and technology classification[[9]](#footnote-9)** | **Last Name, First Name, Previous Name** | **Institution** | **Period involved (start to end date)** | **Job Title/Function** | **Role In CRG** | **% of time in CRG**  | **Funded or In-Kind** | **Rotational Position****yes/no and FTE** | **Gender (M/F)** |
|  |  |  |  | dd/mm/yy- dd/mm/yy |  |  |  |  |  |  |
|  |  |  |  | dd/mm/y y- dd/mm/yy |  |  |  |  |  |  |

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**SHORT PROPOSAL**

Abstract (approx. 1500 characters)

*Please note: The international experts for the evaluation of your proposal are selected based on your statements in the abstract.*

*The concise summary must include the following points:*

* *Initial situation, problem to solve, and motivation to carry out the clinical research group.*
* *Goals and level of innovation compared to the state of the art (level of technology/knowledge).*
* *Expected results and findings.*

description of CRG (12 pages MAX.)

* 1. Introduction, background and state of the art (max. 2500 characters)

*Describe the current state of the art, i.e. current level of technology/knowledge relevant to the research project, based on the following criteria:*

* *State of the art – current level of technology/knowledge in the research institution itself, in the national innovation system in Europe (including EU projects) and internationally.*
* *Relevant procedures or services that already exist.*
* *Relevant alternative methods and approaches that might be in competition with the proposed approach.*
	1. Hypotheses, objectives and expected outcomes (2000 characters max.)
* *Give a concise description of the CRG’s research project and scientific objectives.*
* *Outline the research questions, hypotheses, and the scientific challenges of the CRG project.*
* *Describe the different work packages/sub-projects and objectives.*
* *All individual work packages/sub-projects must be part of the larger research project, and in combination create benefit.*
* *The objectives should be achievable within the duration of your CRG. Clearly describe the deliverables for the first funding period (4 years) and, in case of extension, the expected outcomes of the 8-year funding period.*
	1. Overview of the planned research design (general overview of plans for 8 years, a more detailed overview for the first 4 years) (2000 characters max.)
* *Explain which aspects of the proposed research project are especially innovative.*
* *Describe the scientific and clinical relevance and potential impact of the proposed work and the topicality of the research.*
	1. Scientific methods, study design and research design (including work packages/sub-projects) and feasibility (2000 characters max.)
* *Specify the methodology you intend to use to answer your research questions and to reach the objectives.*
* *Describe the basic working principles and concepts and why the chosen approach/specific mix of approaches is the most suitable for the addressed research question.*
* *A clear description of the patient cohort and solid statistical evaluation should be included.*
* *Please indicate if there are published articles on the patient cohorts. Include a description of any publicly available data that will be used.*
* *Clearly describe the working plan for the first funding period (4 years) and, in case of extension, the expected outcomes of the 8-year funding period.*
	1. Expected results, clinical relevance/impact and novelty (level of innovation). Please describe both funding periods with a focus on the first funding period.

## *(Please multiply/delete lines for Cooperation Partners/Other Partners/Departments as needed)*

## *Up to 1000 characters extra text may be included in addition to the table.*

Table 9: Work packages/sub-projects and their expected results

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Work package/ Sub-project title** | **Duration (months)** | **Start MM/YY** | **End MM/YY** | **Planned results** |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| n |  |  |  |  |  |

* 1. Interdisciplinary collaborative aspects, role of team members/researchers (1500 characters max.)
* *Which different disciplines are working together within the CRG and which partnerships across departments and/or institutions will result out of this CRG?*
* *Which collaborative elements are essential for the CRG to succeed; what makes the team more powerful than the sum of the individual contributions?*
* *All team member’s contribution should be part of an overarching goal.*
* *Each team member should describe his/her role in accomplishing the goal of the CRG.*
* *Describe at least the role of the planned CRG leading personnel (1/3 of all Heads (including the Head, the Deputy Head(s), and the Work Package/Sub-Project Leader(s)) have to be female).*
* *Include further gender aspects.*
	1. Measures to advance research careers and description of the role of the Mentor (1500 characters max.)
* *Describe what measures are planned to integrate and promote promising early career researchers within the CRG (e.g. training programmes, special measures, etc.).*
* *Are there clinician-scientist programmes or opportunities for research clinicians to be released from patient-care obligations (through temporary substitute programmes)?*
* *Describe the role of the Mentor within the CRG.*
	1. Potential ethical aspects (1500 characters max.)
* *If ethical approvals are required for your project, please list and indicate details:*
	+ *Ethical approvals required at the start of the project: Obtained approvals / timeline to obtain approvals that are pending.*
	+ *Ethical approvals required at a later stage of the project: Timeline to obtain approvals. Ethical approvals that require submission via the Clinical Trials Information System (CTIS) and shall be obtained in case funding is granted: Timeline to obtain approvals.*

FInancial plan

*(Please multiply/delete lines for Cooperation Partners as needed)*

Please insert your Financial plan below. Note that requested funding for individual years should amount to maximum of € 1 040 000.- **The final sum and total requested funding cannot exceed € 4 160 000.-**

*Please use Cost Guideline as reference. Overhead costs are calculated as 25% of direct eligible costs (personnel, non-personnel, third party costs).*

Table 10: Financial plan of Funding Period 1

| Institution | Type of cost | Year 1 | Year 2 | Year 3 | Year 4 | Total EUR |
| --- | --- | --- | --- | --- | --- | --- |
| Lead/Applicant Institution | Personnel costs |  |  |  |  |  |
| Non-personnel costs |  |  |  |  |  |
| Third party costs |  |  |  |  |  |
| Overheads (25%) |  |  |  |  |  |
| Total fundable costs |  |  |  |  |  |
| In-kind contributions |  |  |  |  |  |
|  |  |  |  |  |  |  |
| Cooperation Partner 1 | Personnel costs |  |  |  |  |  |
| Non-personnel costs |  |  |  |  |  |
| Third party costs |  |  |  |  |  |
| Overheads (25%) |  |  |  |  |  |
| Total fundable costs |  |  |  |  |  |
| In-kind contributions |  |  |  |  |  |
|  |  |  |  |  |  |  |
| Cooperation Partner n | Personnel costs |  |  |  |  |  |
| Non-personnel costs |  |  |  |  |  |
| Third party costs |  |  |  |  |  |
| Overheads (25%) |  |  |  |  |  |
| Total fundable costs |  |  |  |  |  |
| In-kind contributions |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
|    | Total fundable costs |  |
| **Total in-kind contributions** |  |
| **Total project costs** |  |
| **Percentage in-kind of total** |  |

Authorisation and Affirmation

*(Please multiply/delete lines for Cooperation Partners and Work Package/Sub-Project Leaders as needed. Signatures are accepted in electronic form or in ink)*

Authorisations:

By signing the application form, the institution (i.e. an individual authorised and responsible for signing UG §27 projects, if not legally identical with the principal applicant) or individual certifies that the information provided in the application form is, to the best of their knowledge, correct, valid and complete.

It is hereby confirmed that:

* The institution agrees to the employment of personnel as well as to the provision of space, equipment, consumables, and other resources, as stated in the application.
* The institution agrees to provide its own contribution (in-kind) as described in the application.
* The application has been approved by all Work Package/Sub-Project Leaders and that they are committed to the project as specified in the CRG Call Regulations.

*Please tick this box if the signatories agree to be contacted by LBG for collecting feedback to improve the quality of and to receive information on upcoming calls.* [ ]

Table 11: Authorisation and affirmation of institutions and key personnel

| **Institution/Role** | **Name of signing person** | **Date, signature, and stamp** |
| --- | --- | --- |
| **Lead/Applicant Institution** |  |  |
| **Cooperation Partner 1** |  |  |
| **Cooperation Partner n** |  |  |
| **Mentor** |  |  |
| **Head** |  |  |

Attachments

Please attach supplementary documents as listed in the table below. Any additional attachments not listed below will not be considered and not forwarded to reviewers.

Table 12: Overview on mandatory and optional attachments of a proposal

|  |  |  |
| --- | --- | --- |
| **Mandatory**  | **Optional/If applicable only** | **Template** |
| CVs of the Mentor, Head and Deputy Head(s) |  | yes |
|  | Ethics committee approvals. The Head should confirm with her/his signature on a supplementary sheet in English that documents submitted in German correspond to a positive ethics committee approval. | no |
|  | Exclusion of reviewer(s) | yes |
|  | Letters of intent/support (max. 1 page each) | no |
|  | Other CRG-relevant documents such as overviews, graphic rendering (max. 5 pages total) | no |

1. 4-digit code as defined in: [Statistik Austria. Erhebung über Forschung und Experimentelle Entwicklung 2021. Österreichische Systematik der Wissenschaftszweige 2012; 2021](https://www.statistik.at/fileadmin/pages/1185/FE21-B2-WZ.pdf). (English translation of disciplines available from page 5 of the PDF file). [↑](#footnote-ref-1)
2. In well-founded cases, an individual application by a university is also possible. In such cases, greater emphasis should be placed on cooperation between different clinical departments and on interdisciplinarity between researchers. [↑](#footnote-ref-2)
3. 4-digit code as defined in: [Statistik Austria. Erhebung über Forschung und Experimentelle Entwicklung 2021. Österreichische Systematik der Wissenschaftszweige 2012; 2021](https://www.statistik.at/fileadmin/pages/1185/FE21-B2-WZ.pdf). (English translation of disciplines available from page 5 of the PDF file). [↑](#footnote-ref-3)
4. Note that the position of Mentor cannot be shared or split. Only one Mentor per CRG is allowed. [↑](#footnote-ref-4)
5. Note that the position of Head cannot be shared or split. Only one Head per CRG is allowed [↑](#footnote-ref-5)
6. 4-digit code as defined in: [Statistik Austria. Erhebung über Forschung und Experimentelle Entwicklung 2021. Österreichische Systematik der Wissenschaftszweige 2012; 2021](https://www.statistik.at/fileadmin/pages/1185/FE21-B2-WZ.pdf). (English translation of disciplines available from page 5 of the PDF file). [↑](#footnote-ref-6)
7. 4-digit code as defined in: [Statistik Austria. Erhebung über Forschung und Experimentelle Entwicklung 2021. Österreichische Systematik der Wissenschaftszweige 2012; 2021](https://www.statistik.at/fileadmin/pages/1185/FE21-B2-WZ.pdf). (English translation of disciplines available from page 5 of the PDF file). [↑](#footnote-ref-7)
8. 4-digit code as defined in: [Statistik Austria. Erhebung über Forschung und Experimentelle Entwicklung 2021. Österreichische Systematik der Wissenschaftszweige 2012; 2021](https://www.statistik.at/fileadmin/pages/1185/FE21-B2-WZ.pdf). (English translation of disciplines available from page 5 of the PDF file). [↑](#footnote-ref-8)
9. 4-digit code as defined in: [Statistik Austria. Erhebung über Forschung und Experimentelle Entwicklung 2021. Österreichische Systematik der Wissenschaftszweige 2012; 2021](https://www.statistik.at/fileadmin/pages/1185/FE21-B2-WZ.pdf). (English translation of disciplines available from page 5 of the PDF file). [↑](#footnote-ref-9)