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|  | Alecs Fellowship Programme |
| 2018 Call | Part B – Research Project Proposal |

**DOCUMENT HISTORY OF CHANGES**

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| History of Changes | | | | |
| Version | Publication date | Change | Page |
| 1.0 | 27.11.2017 | Initial version |  |
| 2.0 | 08.01.2018 | Section 1 – Footnote added “Literature references will count towards the page limit”. Section 1.1 – Title re-worded.  Section 1.3 – Guidelines modified:   * Second bullet point re-worded for clarity. * Bullet point “Show that you will be well integrated…” shown in template version 1.0 removed.   Section 2.2 – Guidelines modified:   * Second, third and fourth bullet points re-worded for clarity. * Bullet point “Public engagement” shown in template version 1.0 removed.   Section 3.1 – Guidelines modified: general re-wording for clarity. The Gantt chart will not count towards the page limit. Footnotes “Deliverables” and “Milestones” added. | 2, 3 and 4. |

**GENERAL INFORMATION**

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| The maximum total length of your research project proposal is 11 pages comprising of the following:   * Start page – 1 page – **On the start page, you are only required to include the title of your proposal.**   A maximum of 10 pages comprising of:   * Section 1: Excellence * Section 2: Impact * Section 3: Implementation   **Reviewers will be instructed to disregard pages outside the overall page limit.**  **Please note that the cover page, the general information page and the Gantt chart are excluded from the overall page count.**  **You should delete the gray guideline boxes provided under each section.** |

START PAGE

ALECS FELLOWSHIP PROGRAMME

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| 2018 Call | Part B – Research Project Proposal |

RESEARCH PROJECT PROPOSAL: [Title]

1. **EXCELLENCE[[1]](#footnote-1)**
   1. **Quality, innovative aspects and credibility of the research (including inter/multidisciplinary and gender aspects)**

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| You should develop your proposal according to the following guidelines:   * Introduction, state-of-the-art, specific objectives and overview of the proposal. * Research methodology and approach: highlight the type of research / innovation activities proposed. * Originality and innovative aspects of the research programme: explain the contribution that the research is expected to make to advancements within the field of research. Describe any novel concepts, approaches or methods that will be employed. * The gender dimension in the research content (if relevant): This refers to any gender aspect of the research and not the gender of the applicant. * The interdisciplinary aspects of the research (if relevant). * The secondment to industry (either proposed or agreed). * Explain how the high-quality/novel research is most likely to open up the best career possibilities for you as an independent researcher and the new collaboration opportunities for the research group you will join in the host university. |

[x]

* 1. **Clarity and quality of the transfer of knowledge/training for the development of the researcher in light of the research objectives and planned secondment**

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| Explain how you as an experienced researcher hope to gain new knowledge during the fellowship at the hosting university and secondment organisation.  Outline any previously acquired knowledge and skills that you might be able to transfer to the host organisations. |

[x]

* 1. **Quality of the supervision and hosting (including intersectoral arrangements)**

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| * Qualifications and experience of the academic supervisor - Provide information regarding the supervisor that relates to your research proposal: the level of experience on the research topic proposed and his/her track record of work, including main international collaborations and mentoring/supervision experience. Information provided should include participation in projects, publications, patents and any other relevant results. * Appropriateness of the host institution of the supervisor: Provide evidence of the match between your proposal and the capabilities of the group you will join. If you require additional resources and support that the host does not have, explain where they can be found. * Provide similar details for the industry supervisor and industry secondment organisation if known. |

[x]

* 1. **Capacity of the researcher to reach or re-enforce a position of professional maturity in research**

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| Applicants should demonstrate how their professional experience and the proposed research will contribute to their development as independent/mature researchers, during the fellowship.  An outline training and career development plan should be provided (note that a complete plan does not need to be included as only an outline is required).  Outline realistic and well-defined career objectives (e.g. obtaining a leading independent position or resuming a research career after a break). The plan should be devised with the final outcome to develop and significantly widen the competences of the experienced researcher, particularly in terms of multi/interdisciplinary expertise, inter-sectoral experience and transferable skills (e.g. gaining research skills and techniques, communication skills, research management, networking, and other transferable skills) during the period of the fellowship. Detail how the fellowship will enable you to acquire competencies that improve the prospects of reaching and/or reinforcing a position of professional maturity, diversity and independence. |

[x]

1. **IMPACT**
   1. **Enhancing research- and innovation – related human resources, skills and working conditions to realise the potential of individuals and to provide new career perspectives**

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| Explain the expected impact of the planned research and training on your future career prospects after the fellowship.  Describe the added value of the fellowship on the future career opportunities for you.  Which new competences and skills will be acquired? How should these make you more successful? |

[x]

* 1. **Effectiveness of the proposed measures for communication and results dissemination**

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| * Dissemination and exploitation of results: researchers should ensure that - in compliance with their contractual arrangements - the results of their research are disseminated and exploited (e.g. communicated, transferred into other research settings or, if appropriate, commercialized). Please refer to the “Dissemination & Exploitation” section of the H2020 Online manual[[2]](#footnote-2). * Describe how the new knowledge generated during your fellowship will be disseminated and exploited (e.g. communicated, transferred into other research settings or, if appropriate, commercialised). * What is your dissemination strategy – targeted at scientists, potential users and/or to the wider research and innovation community – that will achieve the optimal impact? * Concrete planning (e.g. frequency and nature of communication activities) for section 2.2 must be included in the work plan and Gantt Chart (see section 3.1). |

[x]

1. **IMPLEMENTATION**
   1. **Overall coherence and effectiveness of the work plan including the appropriateness of the allocation of tasks and resources**

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| The proposed research work plan should be designed so that the desired impact can be achieved.   * Describe your proposed research work plan. For each work package, describe:   + Work package title; duration (month x to month z); key objectives/goals; main tasks required to reach the work package (bullet point format preferred) highlighting new knowledge learned/developed, and stating clearly the endpoint and relation to the other tasks and work packages; linked deliverables[[3]](#footnote-3) or milestones[[4]](#footnote-4); linked dissemination activities. * A Gantt Chart should be included giving the schedule for work packages, deliverables, milestones, secondment and dissemination activities (please see example provided at the end of this document).The Gantt chart will not count towards the page limit. * The schedule should be in terms of number of months elapsed from the start of the fellowship. |

[x]

* 1. **Appropriateness of the management structure and procedures, including quality management and risk management**

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| Describe the:   * Organisation and management structure, as well as the progress monitoring mechanisms put in place, to ensure that objectives are reached. * Research and/or administrative risks that might endanger reaching the action objectives and the contingency plans to be put in place should risk occur. |

[x]

* 1. **Appropriateness of the institutional environment (infrastructure)**

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| Describe the:   * Main tasks and commitments of the beneficiary and all partner organisations (if applicable) * The infrastructure, logistics, facilities offered in as far as they are necessary for the good implementation of your research |

[x]

**Gantt chart example**

**(Please modify the example below to reflect your work plan including work packages, deliverables, milestones, dissemination, exploitation and communication activities. You may delete/add rows if needed).**

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| **Month** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** | **14** | **15** | **16** | **17** | **18** | **19** | **20** | **21** | **22** | **23** | **24** |
| **WP1** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **WP2** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **WP3** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Deliverables** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **D1** |  |  |  |  |  | **D2** |
| **Milestones** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **M1** |
| **Secondment** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Conference** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Workshop** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Seminar** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Dissemination** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Public engagement** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

1. Literature should be listed in footnotes, font size 8 or 9. All literature references will count towards the page limit. [↑](#footnote-ref-1)
2. <http://ec.europa.eu/research/participants/docs/h2020-funding-guide/grants/grant-management/dissemination-of-results_en.htm> [↑](#footnote-ref-2)
3. A deliverable is a distinct output, meaningful in terms of the overall objectives and may be a report, a document, a technical diagram, a software, etc. Should the applicant wish to participate in the pilot on Open Research Data, the Data Management Plan should be indicated here. Deliverable numbers ordered according to delivery dates.

   [↑](#footnote-ref-3)
4. Milestones are control points in the action that help to chart progress. Milestones may correspond to the completion of a key deliverable, allowing the next phase of the work to begin. They may also be needed at intermediary points so that, if problems have arisen, corrective measures can be taken. A milestone may be a critical decision point in the action where, for example, the researcher must decide which of several technologies to adopt for further development. [↑](#footnote-ref-4)