**NOTE**

Dear Applicant,

**Please do not modify the layout of this document.**

**The minimum font size allowed is 11pt with single line spacing. All margins should be at least 20 mm.**

**The experts will be instructed to disregard any pages exceeding the overall page limit. Annexes are not allowed.**

Please note that you must convert to PDF your Research project once is complete.

Please note that the PFD document shall be named with your family name first **(familyname-research-project.PDF)**

Kind regards,

WHRI-ACADEMY Programme Office

x.sandin@qmul.ac.uk

**SUMMARY OF THE RESEARCH PROPOSAL (This Section does NOT count for the limit on pages)**

|  |  |
| --- | --- |
| **APPLICANT NAME AND SURNAME** | Please complete |
|  |  |
| **PROJECT’S TITLE** | Please complete |
| **ACRONYM** | Please complete (if applicable) |
|  |
| **RESEARCH AREA(S)** |  |
| * *Please note that the full list of Research Areas can be found in the Guideline for Applicants.*
* *Please note that you shall choose at least one and up to two Research Areas*
 |
| **Primary Research Area** | Please complete |
| **Secondary Research Area (Optional)** | Please complete (if applicable) |
|  |  |
| **SUB-RESEARCH AREA(S)**  |  |
| * *Please note that the full list of Sub-Research Areas can be found in the Guideline for Applicants.*
* *Please note that you shall choose at least one and up to three Sub-Research Areas*
 |
| **Primary Research Area** | **Sub-Research Area 1** | Please complete |
| **Sub-Research Area 2** | Please complete (if applicable) |
| **Sub-Research Area 3** | Please complete (if applicable) |
| **Secondary Research Area (Optional)** | **Sub-Research Area 1** | Please complete (if applicable) |
| **Sub-Research Area 2** | Please complete (if applicable) |
| **Sub-Research Area 3** | Please complete (if applicable) |
|  |
| **FREE KEYWORD(S) (Optional)** |
| * *Please note that you shall choose up to three free keywords*
 |
| **Free keyword 1** | Please complete (if applicable) |
| **Free keyword 2** | Please complete (if applicable) |
| **Free keyword 3** | Please complete (if applicable) |
|  |  |
| **INDICATIVE STARTING DATE**  | DD/MM/YYYY |
|  |
| **ABSTRACT** *(minimum 800 characters, maximum 1800 characters – excluding spaces)* |
| Please complete |

**RESEARCH PROPOSAL (**Please make sure you **do not exceed the page limits applied per Section)**

**SECTION 1 – PROJECT OBJECTIVES (1 PAGE)**

*Required sub-headings:*

1. *Provide a clear and specific description of the project objectives against the background of the state-of-the-art and the results hoped for.*
2. *Explain the scientific and technical contributions that the project is expected to make to advance the state-of-the-art within the research area covered by the project.*

**SECTION 2 – METHODOLOGY (1 PAGE)**

*The methodology should be presented as clearly as possible. For each objective explain the methodological approach that will be employed in the project and justify it in relation to the project objectives. When any novel methods or techniques are proposed, explain their advantages and disadvantages.*

**SECTION 3 – WORK PLAN (2 PAGES)**

*Required sub-headings:*

1. Provide a work plan structured in **periods of 12-months, as shown above*[[1]](#footnote-2)***
2. Please include a Gantt chart/Chronogram
3. Please provide a contingency plan

**First year of fellowship**

Description of activities:

Deliverables:

**Second year of fellowship (from month 13 till month X of the project)** – *delete if the proposed length is 12 months. Please specify the number of the X (Note that projects must last at least 12 months and a maximum of 36).*

Description of activities:

Deliverables:

**Third year of fellowship (from month 25 till month X of the project)**– *delete if the proposed length is 24 months. Please specify the number of the X (Note that projects must last at least 12 months and a maximum of 36).*

Description of activities:

Deliverables:

**SECTION 4 –CLARITY AND QUALITY OF TRAINING FOR THE DEVELOPMENT OF THE FELLOW(1 PAGE)**

*Required sub-headings:*

1. Show your research experience and results by writing a short description of a maximum of three of your major accomplishments in the last 5 years, mentioning the purpose, results, and skills acquired.
2. *Show how you will gain scientific competencies from your chosen Host organisation(s) during the fellowship through training.*
3. *Show how you can reach more professional maturity and independence through exposure to complementary skills training.*

**SECTION 5 – SUPERVISOR(S) and CHOSEN HOST ORGANISATION (0.5 PAGE)**

*Required sub-headings:*

1. *Qualifications and experience of the supervisor(s)*
2. *A*ppropriateness of the institutional environment

**SECTION 6 – COMMUNICATION AND RESULTS DISSEMINATION (0.5 PAGE)**

*Please explain the effectiveness of the proposed measures for communication and results dissemination, including exploitation of results and intellectual property if applicable.*

**SECTION 6 – LITERATURE REFERENCES (1 PAGE)**

*Please note that you can use any format.*

**SECTION 7 – PICTURES, GRAPHICS, DIAGRAMS (1 PAGE)**

*You can include in this section 7 pictures, graphics and or diagrams related to* *section 1 and 2, in case you need more space*

**SECTION 8 – ETHICAL ISSUES**

*Please read the ethical issues guidelines carefully (Annex II of the Guideline for Applicants) and fill in the requested Table (see below).* ***In case any ethical issues arise in your proposal, then please describe them here******(any restriction of number of pages)***

***Ethical Issues Table****:* if you indicate YES to any issue, please identify the pages in the proposal where this ethical issue is described. This table must be present even if the project does not raise any ethical issues.

Answering ‘YES’ to some of the boxes in “Ethical Issues Table” does not automatically lead to an ethics review. It enables the independent evaluators to decide if an ethics review is required.

If you are sure that none of the issues apply to your proposal, simply tick the YES box in the last row.

Please remember, that answering 'YES' to some of these boxes has no influence on the marks given by the evaluator. **However, non-compliance with the ethical issues may lead to rejection of the proposal.**

**Describe any ethical issues that may arise in the proposal.** In particular, you should explain the benefit and burden of the experiments and the effects these may have on the research subject. Applicants should take time to consider the benefit/burden balance of each part of the project; consider the impact of the research, not only in terms of scientific advancement, but also in terms of human dignity and social and cultural impact; consider elements such as the ethics and social impact of the research and whether there is a balance between the objectives and the means. The following special issues should be taken into account:

* Informed consent
* Privacy and data protection
* Human embryonic stem cells and induced pluripotent stem cells
* Use of human biological samples and data
* Research on animals
* Research in developing countries
* Dual use

If relevant, identify the countries where research will be undertaken and which ethical committees and regulatory organisations will need to be approached during the life of the project.

If your project does include any of the above mentioned issues we strongly recommend you read more information on this issue on the CORDIS (European Commission) special web page on ethical issues [*http://cordis.europa.eu/fp7/ethics\_en.html*](http://cordis.europa.eu/fp7/ethics_en.html)

|  |
| --- |
| **ETHICAL ISSUES TABLE** |
| **RESEARCH ON HUMAN EMBRYO/FOETUS** | **YES** | **PAGE** |
| \* Does the proposed research involve human embryos? |  |  |
| \* Does the proposed research involve human foetal tissues/cells? |  |  |
| \* Does the proposed research involve human embryonic stem cells (hESCs)? |  |  |
| \* Does the proposed research on human embryonic stem cells involve cells in culture? |  |  |
| \* Does the proposed research on human embryonic stem cells involve the derivation of cells from embryos? |  |  |
| I CONFIRM THAT NONE OF THE ABOVE ISSUES APPLY TO MY PROPOSAL |  |  |
| **RESEARCH ON HUMANS** |  |  |
| \* Does the proposed research involve children? |  |  |
| \* Does the proposed research involve patients? |  |  |
| \* Does the proposed research involve persons not able to give consent? |  |  |
| \* Does the proposed research involve adult healthy volunteers? |  |  |
| Does the proposed research involve human genetic material? |  |  |
| Does the proposed research involve human biological samples? |  |  |
| Does the proposed research involve human data collection? |  |  |
| I CONFIRM THAT NONE OF THE ABOVE ISSUES APPLY TO MY PROPOSAL |  |  |
| **PRIVACY** |  |  |
| Does the proposed research involve processing of genetic information or personal data (e.g. health, sexual lifestyle, ethnicity, political opinion, religious or philosophical conviction)? |  |  |
| Does the proposed research involve tracking the location or observation of people? |  |  |
| I CONFIRM THAT NONE OF THE ABOVE ISSUES APPLY TO MY PROPOSAL |  |  |
| **RESEARCH ON ANIMALS** |  |  |
| Does the proposed research involve research on animals? |  |  |
| Are those animals transgenic small laboratory animals? |  |  |
| Are those animals transgenic farm animals? |  |  |
| \* Are those animals non-human primates? |  |  |
| Are those animals cloned farm animals? |  |  |
| I CONFIRM THAT NONE OF THE ABOVE ISSUES APPLY TO MY PROPOSAL |  |  |
| **RESEARCH INVOLVING DEVELOPING COUNTRIES** |  |  |
| Does the proposed research involve the use of local resources (genetic, animal, plant, etc.)? |  |  |
| Is the proposed research of benefit to local communities (capacity building, i.e. access to healthcare, education etc.)? |  |  |
| I CONFIRM THAT NONE OF THE ABOVE ISSUES APPLY TO MY PROPOSAL |  |  |
| **DUAL USE** |  |  |
| Research having direct military use |  |  |
| Research having the potential for terrorist abuse |  |  |
| I CONFIRM THAT NONE OF THE ABOVE ISSUES APPLY TO MY PROPOSAL |  |  |

*Note: Mark all fields where “YES” is applicable to the project proposal and provide reference page number.*

*\* Research involving activities marked with an asterisk \* in the left column in the table below will be referred automatically to Ethics Review.*

**SECTION 9 – REFEREES FOR THE EVALUATION OF THE RESEARCH PROJECT**

*Each applicant should propose at least one and up to two referees. From this list, WHRI-ACADEMY Programme Office may be inviting one of them to evaluate the application.*

1. *Realistic deliverables related to each period (quantified outcomes of the project such as conference/workshop attendance, courses and/or seminars presentation, anticipated publications, training in specific new areas, funding applications planned, anticipated networking opportunities, other professional training such as course work, teaching activity) must be clearly stated.* [↑](#footnote-ref-2)