**Application for Internal University Research Funding**

**Promotion of Third Party-Funded Research**

The application form is exclusively for internal use and must be submitted in addition to the project description

in a separate PDF file.

**1. Applicant**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Title: | Ms./Mr./Mx. | |  |  |
| Last name, First name: |  | | Year of birth: |  |
| Academic degree: |  | | Position: |  |
| Institute / Chair / Department / Faculty: |  | | | |
| Telephone: |  | Email (uni-mainz.de): |  | |

|  |  |  |  |
| --- | --- | --- | --- |
| Information about your position: |  | Temporary contract until: MMMM DD, YYYY (At least 6 months after application) | |
|  |  |  | |
|  |  | Permanent contract | |
|  |  |  | |
| Job number (“*Stellennummer*”): | |  |  |

**2. Funding line: Promotion of Third Party-Funded Research**

|  |  |
| --- | --- |
| Seed funding for third party-funded projects (domestic/international) |  |
| Seed funding for joint RMU projects (RMU initiative funding for research) |  |
| Seed funding for EU projects (except ERC) |  |

|  |  |
| --- | --- |
| **Title/Topic:** |  |

|  |  |
| --- | --- |
| Application sum: | *(round up to the nearest €10)* |
| Requested term: | *(max. 12 months)* |
| Start and end date: |  |

|  |  |
| --- | --- |
| Abstract: | *Max. 400 words; same as in the project description*  **Please put emphasis on generally understandable language in the abstract!**  Please provide the following details in your abstract:  - **Necessity** of funding, particular urgency (if applicable)  - Outline of the **project idea** (What problem will you address? What solution will you propose? Why is the project relevant?)  - **Originality** of the project idea (What about it is new, groundbreaking, …?)  - Targeted **third-party funding** (funding institution, funding program -if applicable-, amount of funding)  - **Distinction** from other of the applicant’s own completed and ongoing research projects |

Include details on the application for third party-funded research projects here:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Funding institution: | *(e.g. DFG, foundation, EU)* | | | | Collaboration partners: |  |
| Funding program/call: | *(e.g. individual application / individual research grant / temporary positions for PIs)* | | | | | |
| *Financial scope of the application:*  *(in the case of consortia, please list the total and the JGU share)* | |  | | Planned term of the third party-funded project: | |  |
| Planned date of submission: | |  | | | | |
| Planned starting date of the third party-funded project: | | |  | | | |

**3. Attachments**

Please enclose the following documents in a second **separate PDF file**:

|  |  |
| --- | --- |
| Project description (max. 3–5 pages), see template on the Research and Technology Transfer website |  |

|  |  |
| --- | --- |
| Academic CV of the applicant |  |

|  |  |
| --- | --- |
| ***Optional***: *List of the applicant’s publications from the last 5 years*\* |  |

|  |  |
| --- | --- |
| List of previous (third party) funded projects, see template in the project description (5 years back) |  |

*\* Only necessary as long as no complete entry exists in the* [***Gutenberg Research Elements***](https://researchelements.uni-mainz.de/) *research information system*

**4. Declaration of the applicant**

**The applicant confirms** that they will disclose all applications for complementary funding for this or similar projects submitted to other funding programs at the university (e.g. high-potential and top-level research areas, see below) or to other funding agencies promptly and without further request, and that **double funding from third parties is excluded**.

Furthermore, **the applicant confirms** that a copy of the application was forwarded to the **appropriate Dean's Office**.

If the application covers a topic of a **high-potential or top-level research area**

([https://research-profile.uni-mainz.de/research-initiative/](http://www.uni-mainz.de/forschung/2140_DEU_HTML.php)),

an additional copy of the application was sent to the **spokesperson of the research area**.

**Complementary funding** in a high-potential or top-level research area **is possible in the amount of €\_\_\_\_\_\_\_\_/ is not possible** *(strike through what does not apply)*.

Furthermore, **the applicant hereby confirms** that the third-party funds raised as a result of the seed funding will be processed and administered by Johannes Gutenberg University Mainz.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date, applicant’s signature

**5. Research data management**

**The applicant ensures** that they acknowledge the **guidelines for handling research data** at JGU (<https://www.forschungsdaten.uni-mainz.de/files/2020/02/FDM-Leitlinie-für-die-JGU_.pdf>) and that they will follow the basic principles laid out therein.

Third-party funding applications often require approval for long-term archiving and publication of data or research data management from the university library (UB) or the JGU Data Center (ZDV). We ask you to contact the **team of research data experts** at an early stage ([forschungsdaten@uni-mainz.de](mailto:forschungsdaten@uni-mainz.de)).

The consultation took place on MMMM DD, YYYY, with **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**6. Suggestions for reviewers**

For research projects: If the funding amounts to less than €15,000, no suggestions are needed. If it is more than €15,000, please suggest at least one external reviewer (Name, Institution, Email).

**The applicant hereby confirms** that the reviewers named have no conflicts of interest in accordance with the **Guidelines for Avoiding Conflicts of Interest** published by the DFG.

[https://www.dfg.de/formulare/10\_201/10\_201\_en.pdf](https://www.dfg.de/formulare/10_201/10_201_de.pdf)

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Date, applicant’s signature

**7. Declaration of the head of the institute/department or the equivalent higher-level structural unit**

The present application is approved by the **head of the institute/department/faculty** (*please select the authorized signatory from your higher-level structural unit (not chairs), strike through what does not apply)*.The appropriate working facilities (space, equipment,especially laboratory animals or space for their keeping in consultation with the Translational Animal Research Center – TARC) for the realization of the project will be provided.

*If the applicant and the head of the higher-level structural unit are the same person, the application must be signed by the deputy*.

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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Applicant’s name | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date, applicant’s signature |  |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name of the head of the higher-level structural unit | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date, signature of the head of the higher-level structural unit |  |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Stamp of the structural unit | |  |

Please send the application form (**file 1** for internal use) and the project description including all attachments (**file 2** for possible external review)

• in **two separate PDF files** to [stufe-I@uni-mainz.de](mailto:stufe-I@uni-mainz.de)

• as a single printout with **original signatures** to Research and Technology Transfer (no scans, no electronic signatures)

Please **refrain** from sending a separate cover letter. All information relevant to the decision on the application should be provided in the application form and the project description (including attachments).