Checklist for the complete application - Interregional Project Networks (IPN)

The entire application must be submitted in English electronically and parts of it via snail mail. It should be arranged as described below (A4, 11 pt type, line spacing 1,5); Deadline 29th of February 2016, 6:00 pm CET – applications should be send to the addresses listed in: www.europaregion.info/downloads/2nd-call-Euregio-IPN-guidelines.pdf

<u>The electronic version of the application must contain:</u>
Abstracts
☐ **One page academic abstract** (no more than 450 words or 3000 characters)
☐ **One page abstract for public relation work** (no more than 450 words or 3000 characters)

In one pdf-file all information mentioned in Pt.1 &2
(no signatures required; no protected files):
1) Application Forms:
☐ Application Form (completed in its entirety)
☐ Form cost breakdown (for each individual project part)
☐ Form total project costs and comparative cost overview
☐ Form naming all co-authors

2) Free-form Application includes:
Project description
A4, with consecutively numbered pages; no more than 20 pages with no more than 9000 words

<u>Scientific Aspects</u>
☐ Aims
☐ Methods
☐ Work plan, time plan, dissemination strategies
☐ Cooperation arrangements including a clear description of the collaborative approach among the preferable 3 individual project parts describing the aim to achieve the overarching research question and produce added value
☐ Ethical issues

<u>Human Resources</u>
☐ Scientific / scholarly qualification of the researchers involved
☐ Importance of the project for the career development

<u>Broader Effects</u>
☐ Implications for other branches of science
☐ Effects with implications beyond the specific research field

<u>Financial Aspects</u>
☐ Information on the research institution
☐ Information on the support requested by each individual project part

<u>Other Parts Required</u>
☐ **Bibliography** relevant to the project; including a list of abbreviations (max. of 5 pages)

☐ **Academic curriculum vitae** (max. of 3 pages per person)

☐ **List of publications** for each person involved (of the last 5 years; separate list of the 10 most important publications)

Enclosures (where applicable):
☐ Equipment Form (completed in its entirety)
☐ International cooperation forms
☐ Resubmission of rejected proposal a) response to excerpts from the reviews (separated by review; in English) and b) overview of all changes made in the resubmitted application
☐ Bids / offers for requested equipment
☐ Bids / offers for any item requested under "Other costs"
☐ List of referees, negative (optional)

Two hard copies of the following items must be submitted to the EGTC postal address listed under http://www.europaregion.info/downloads/2nd-call-Euregio-IPN-guidelines.pdf

☐ **One page academic abstract** (no more than 450 words or 3000 characters)
☐ **Completed applications forms** including **the original signatures and stamps**