

- The main headings in bold are mandatory. Please use subheadings as you see fit.
- Make sure that the layout facilitates readability of the proposal. You may use a different layout (e.g., font type), however be consistent and use a common font type (no narrow style) with good readability both online and printed. Font size should be 11 pt. Line spacing should be between 1.3 and 1.5. You may include figures, tables, etc. to improve the presentation. Be careful with coloured figures as the proposal might be printed out in b/w.
- Please **do not add any headers or footers** (such as page numbers, proposal number, title of proposal), since this information will be added automatically to the file upon upload of the PDF.
- A final PDF of **maximum 8 pages** is permitted. Allocate this space as you see fit.
- You may use other text processors than MS Word (e.g., LaTeX).
- ***In case you use this template, make sure to delete this box as well as the “Notes” in italics below before exporting to PDF/uploading.***

1. Background and status quo

Note: Why is your project, and the “application” you want to create, relevant? What is the current status quo of dealing with research data in the area you want to address (or in your institution, respectively)? What are current issues and challenges, and what is the specific gap you intend to address with your project? What are international developments and trends in this specific area?

2. Objectives and envisioned results

Note: Please explain what you intend to achieve with the project. What are the planned, specific results and outputs of the project? In what regard is your project novel and what is the added value of the “application” you intend to develop? In what ways will your “application” be useful for working with research data, i.e., what will work better once your “application” is used?

3. Potential user groups

Note: For whom will your “application” be useful? Think both of direct users but also of potential users outside the immediate context of your “application” and indicate the size of the user group. How will those users benefit from your “application” in their work? How do you plan to ensure the involvement of user groups and uptake of the project’s results by the user groups?

4. Work plan and project team

Note: Please provide a concise project plan with work packages. Explain, with what means / resources you aim to achieve the envisioned results. You may include a visualisation of your work plan. Include the competences of the involved personnel in the description of the work packages (who is responsible for what?). Please ensure that this section is consistent with the information you have provided in the “Roles” section (“Specific scientific competences for the project” and “Roles and responsibilities within the project”).

5. Strategic fit and sustainability

Note: How is your project aligned with strategies of your institution on research data / digitalisation? What are the plans and resources required for the continuation of the envisioned

service/“application” after the end of the project? Is your project linked to other national / international initiatives (such as ARI&Snet in Austria or EOSC, EU)?

6. Dissemination and exploitation strategy / impact

Note: Provide a dissemination plan for the outcomes of your project. How do you plan to ensure the uptake of the “application”? What is the intended impact of the planned “application” for the user group? How do you deal with intellectual property rights?

7. References

Note: You may provide references to support your proposal. Please note that this is not a scientific research project, therefore an extensive reference list is not required.

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