

ICT26 Digital Humanism / Short Proposal / Submission Guideline

These pages include the specific guidelines for the ICT26 call. General guidelines can be found [here](#).

- [ICT26 Digital Humanism / Details of Chapters \(Short Proposal\)](#)

ICT26 Digital Humanism / Details of Chapters (Short Proposal)

Please go to the [User Guide Funding Portal](#) for all general matters, e.g. regarding creating your profile, roles, CVs, etc.

Please note that the inclusion of figures and tables is not possible in the short proposal. These elements can be included in the full proposal.

Chapter "Basic Information"

This chapter contains basic information about the proposal, including title, scientific disciplines involved, keywords, duration, and type of project (i.e., regular WWTF Project or Joint Project). Fill out fields as required.

Please note:

- **Scientific Disciplines:** Fields will be suggested as you type. WWTF uses the [ÖFOS classification system of Statistik Austria](#). Please find the best match possible. Please note that WWTF uses these categories for statistical purposes only. It is not used for the assessment of individual projects. A maximum of 4 different scientific disciplines is possible.
- **Keywords:** These will help us to ensure appropriate reviewers for your proposal.
- **Joint Project:** Please indicate if this proposal is a Joint Project, i.e. includes partners from Lower Austria with a higher share possible from the overall project budget. For details regarding team composition and budget distribution, please see [here](#).

Chapter "Personnel and Institutions"

This chapter contains information about the main parties in the project. Please see [here](#) how to invite PIs to the project.

- **Co-PIs** can be added to the project. Please note the maximum of three PIs in the core team.
- **Additional partner institutions** beyond those of the core team members can be added under "Further Partner Institutions". (The institutions of the PI&C and co-PIs are

automatically added by the system.) Entering an additional institution provides the option of allocating budget to this institution in the “Budget” chapter. This may be important in case of collaboration with researchers at institutes other than those of the core team members.

- A maximum of **five different institutions** may be involved in the proposal. This includes the institutions of the PI&C and co-PI(s).

Before proceeding to the Chapter "Budget", please make sure that all PIs and CoPIs have been invited (and that they filled our the Profile and Role) and that all additional partner institutions are added. The Budget tool of the online form needs this information to allocate the cost lines to institutions. If this step has not been completed, the system might miscalculate the budget.

Chapter "Project"

This chapter contains the main part of the scientific information regarding the project.

- **Abstract:** The abstract may not exceed 2,000 characters. It may include the following aspects: (i) wider research context & theoretical framework; (ii) hypotheses, research questions & objectives ; (iii) methodological approaches; (iv) innovative aspects; (v) relevance and potential impact. The abstract should be written (1) for the jury composed both of SSH and ICT scholars and experts, (2) for potential reviewers. Potential reviewers are approached with the abstract to see if the reviewer is able to assess the proposal.
- **Proposal (Scientific Work Programme):** This part is the main scientific content of the proposal. It must not exceed 17,500 characters (incl. spaces). It shall cover the following aspects:

- (1) Introduction and background
- (2) State-of-the-art including theoretical considerations
- (3) Research questions, hypotheses, objectives
- (4) Methodological approaches (novelty, feasibility)
- (5) Relevancy and innovativeness of the proposed project
- (6) Expected scientific and societal impact

There are no specifications regarding the number of characters for the subsections of this part. The length of the subsections can be adjusted to the needs of the planned work.

- **Relevancy to Digital Humanism:** Please describe concisely how your planned work aligns with the idea of Digital Humanism and how your work aims to further it.
- **Interdisciplinary collaboration and promotion of younger researchers:** Please describe here how you aim to organize the interdisciplinary collaboration in your team between SSH and ICT and how you promote the education and career of the younger researchers in your team, in particular against the background of the challenges of interdisciplinary collaboration.

- **Ethical considerations** (*max. 1,000 characters*): Indicate if there is an ethical approval necessary as a formal requirement to conduct of your research project. Outline the potential ethical aspects of your proposed project. These may include, but are not restricted to human participants, the use personal data, but also the use of artificial intelligence. If no ethical aspects are identified, please also provide an explanation. Note that only providing a cursory statement (e.g., "no ethical aspects") will not be regarded as sufficient consideration of ethical aspects by the applicants. For more details, see [here](#).
- **Use of generative AI** (*max. 800 characters*): Please describe if and how GenAI has been used in developing your research proposal. Please find further details [here](#).

Chapter "References"

In this chapter, up to 18 key references relevant for the project can be added. Please use a continuous reference style.

Please note that these references should focus on the content of the proposal and is not your personal publication list. The latter should be included in the CVs of the core team members.

You may use lookup tool provided by the system by entering the DOI of the publication . However, it may not find the correct full reference in all cases. Type in manually instead.

Chapter "Budget"

The short proposal requires only an overview budget for each participating institution. All institutions added in the chapter "Personnel and Institutions" will be automatically listed in the budget table.

Make sure that all institutions are added before in the "Personnel and Institutions" chapter.

1. Enter the sum for personnel costs at each institution. Please consider that, in the full proposal, you will be required to enter the annual gross costs (employer and employee costs = gross costs / "Brutto-Brutto-Jahresgehalt") of all individual researchers. If you are unsure about the annual gross costs, please consult your institutional research service. Due to projected inflation rates, the full proposal system will automatically calculate a 3.5% p.a. increase in salaries over the lifetime of the project.
2. Enter the total non-personnel costs for each institution. For details about eligible costs, please see [here](#).
3. Enter the overhead costs for each institution. Note that up to 20% overhead costs may be claimed. Please consult your institutional research service also in this regard.

The system will automatically calculate sums and ratios of the budget.

- Based on the information provided, the share of the budget allocated to the regions “Vienna” and “Other” will be shown for WWTF projects and to the regions “Vienna”, “Lower Austria” and “Other” for Joint Projects.
- For “regular” WWTF projects, at least 80% (i.e., $\geq 80\%$) of the requested funding must be allocated to the region “Vienna”. Up to 20% may be allocated to other partner(s) (including partners in Lower Austria).
- For Joint Projects, the budget allocated to the region “Vienna” must be $\geq 50\%$. The share of the budget allocated to the region “Lower Austria” must be between 20–49%. Maximum 20% may be allocated to further partner(s) located in other regions (“Other”).
- The proportions of the budget allocated to personnel and non-personnel costs are also shown. Please note that, in this call, non-personnel costs should not exceed 30% of the total budget.
- The system will display an alert if the inserted amounts exceed the permitted funding distribution across regions or cost types.
- Please note that changing the proposal between “WWTF Project” and “Joint Project” types will reset the budget table due to differing budget distribution requirements.

Explanation of Cost Planning *(max. 750 characters)*

Outline details about the planned allocation of resource allocation as requested in the budget.

In the case of an invitation to submit a full proposal, there should not be significant changes in the requested budget compared to the short proposal. Exceptions are permitted but require justification.

Chapter "Signatures"

Please see [general user guidelines](#).