**PART B – PROPOSAL**

**COVER PAGE**

**APPLICANT NAME:** [Applicant First Name should only be printed as a single initial, Surname should be printed normally, e.g. R. Brennan]

**RESEARCH PROPOSAL TITLE:** [Please insert your research proposal title as it appears in your online application]

**HUMAN+ STRAND, CLUSTER AND THEME:**

List the HUMAN+ Strand, Cluster and Theme your proposal fits into

1. STRAND:

2. CLUSTER:

3.THEME:

**PART B –PROPOSAL**

**Guidelines (shown highlighted in grey throughout this document):**

1. Applications must be formatted using: Arial font at least size 11, margins (1.5cm top, bottom and side), single line spacing. References should be listed in footnotes, Arial font size 8 at least for references. All references will count towards the page limit.
2. Applicants must follow the order outlined in the textbox below:
3. Part B-Project Proposal must be uploaded on to the Ex Ordo system in PDF form

**The maximum total length for the abstract, sections 1-3 and the Gantt chart is 10 pages**. Of the maximum 10 pages applicants are free to decide on the allocation of pages between the sections.

The document should be composed in the order as outlined in the textbox below. A detailed description of what is required in sections 1-4 is outlined in grey text in each of the respective sections. Please note that section 4 (Ethics) is not counted towards the 10-page limit for this document. Delete all text highlighted in grey before submitting your proposal. Any text that exceeds the 10 page limit will not be evaluated

***Start Page Count***

*-Abstract (max 250 words)*

*-Section 1: Excellence*

*-Section 2: Impact*

*-Section 3: Implementation*

*-Gantt Chart*

***Stop Page Count (max 10 pages)***

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*Section 4 : Ethics*

Start 10 Page Count

**REMEMBER:** In the best effort to present only the research and your capacity to perform it to the review panel, all application documents should be presented in a neutral manner. Therefore, you should avoid referencing personal details such as gender, age or nationality in your application. If you are citing your publications for example, your first name should only be listed as a single letter, e.g. R. Brennan, to de-gender them.

**Proposal Abstract (max 250 words):**

1. **Excellence[[1]](#footnote-2)**
   1. **Proposed research**

In this section, you must provide a detailed description of the scientific and technical aspects of the proposal, demonstrating the originality and novelty of the research, the proposed research methodology and its potential impact.

* Introduction, state-of-the-art and objectives – Provide an overview of the proposal. Discuss the state of-the-art. Specify the objectives of the proposal, in the context of the state-of-the-art in the field. When describing the envisaged research, it should be indicated how and why the proposed work is important for the field and what impact it will have if successful. Specify any particularly challenging or unconventional aspects of the proposal
* Describe the proposed methodology describing any novel concepts, approaches or methods that will be employed.
* Please highlight why you are interested in applying to a programme that offers an opportunity for interdisciplinary engagement and enables you access to supervisory capacity across 2 distinctive strands i.e Arts and Humanities (Strand 1) and Computer Science (Strand 2)
* Explain the potential this application has to develop new insights for human centred approaches into new technological developments which ensure better long-term outcomes for the individual and wider society.
* Provide details on the proposed secondment to the non-academic sector. State whether the secondment is fully agreed or if it is envisaged.

Important note: As part of the HUMAN+ programme, fellows will undertake a 3-6-month secondment in the non-academic sector. The secondment must be relevant to the proposed research. Whilst it is not mandatory to have the secondment fully agreed at the application stage, general details of what is envisaged must be provided (e.g. type of organisation, timing, duration, technical objective). HUMAN+ will assist fellows in securing a relevant secondment host. Refer to ‘Guide for Applicants’ for more information on secondments or contact the HUMAN+ Project Manager.

* 1. **Transfer of knowledge**
* Outline how a two-way transfer of knowledge will occur between you and the host institution, Trinity College Dublin (TCD):
  + Explain how you hope to gain new knowledge during the fellowship at TCD and at the secondment host organisation.
  + Outline any previously acquired knowledge and skills that you might be able to transfer (e.g. to the research group you will join, to TCD, to the secondment organization if known).
  1. **Proposed supervision**
* Relevance of the proposed supervision – Provide information regarding the prospective primary supervisor that relates to your research proposal (e.g. their expertise in the proposed topic, their track-record in the field, main international collaborations, participation in relevant projects, relevant publications). Provide evidence of the match between your proposed research and the capabilities of the primary Supervisor. Provide similar details for the secondment supervisor/secondment organisation (if known).

1. **Impact**
   1. **The potential impact of the research and the expected impact of the fellowship on the applicant’s career prospects**

* Describe the contribution that the proposed research is expected to make to advancements within its field. What is the potential impact of the research if successful? (e.g. contributions to literature; contributions beyond academic outputs)
* Provide a brief outline of your career objectives/goals.
* How does the fellowship improve your career prospects? Explain how the fellowship will contribute to further your professional development as an independent/mature researcher. If you have career objectives are outside of research/academia, explain the relevance of the fellowship in contributing to these objectives.
  1. **Proposed measures for communication and results dissemination**

* What is your communication and results dissemination strategy? Outline how you will disseminate the results of your research and how you will communicate the new knowledge generated during the fellowship (e.g. publications, conference attendance, poster presentations, reports, workshops, outreach activities).

1. **Implementation** 
   1. **The work plan**

* Describe your research work plan. Include any work packages, tasks, deliverables and milestones required for the completion of the proposed research/fellowship, use the table below. You must have at least two work packages: **1) Management, 2) Dissemination, communication and public engagement.** The proposed secondment and training activities should also be included.

The fellowship duration is 24 months. The proposed project must be feasibly undertaken within the fellowship duration.

Important note: A Gantt chart must be provided at the end of this document reflecting your work plan. It should give the schedule for work packages, deliverables, milestones, secondment and dissemination and communication activities. The schedule should be in terms of number of months elapsed from the start of the fellowship. Please see example provided at the end of this document.

Work Package Template:

|  |  |  |
| --- | --- | --- |
| **WP Package Number:** | 1 | Start date: (eg: Month 1) |
| End date: (eg: Month15) |
| **WP Title** | Management | |
| **Task:**  **T1.1**  **T1.2..** |  | |
| **Deliverables:**  **D1.1**  **D1.2..** |  | |
| **Milestones:**  **M1.1**  **M1.2…** |  | |

* 1. **Management, progress monitoring mechanisms and risk management**
* Describe any management structure/procedures and progress monitoring mechanisms put in place to ensure that the research/fellowship objectives are reached.
* Describe any potential risks associated with the research project implementation. Describe your proposed contingency plans.
  1. **Institutional environment (infrastructure)**
* Describe the infrastructure and facilities (e.g. any equipment; specialist software) required for the successful completion of the proposed research that will be available to you at TCD. Describe any other necessary resources required. If you require additional resources and support that TCD does not have, explain where they will be acquired.

Please include a Gantt chart reflecting your work plan described in section 3.1. The Gantt should give the schedule for work packages, deliverables, milestones, secondment, and dissemination and communication activities. The schedule should be in terms of number of months elapsed from the start of the fellowship.

Please see example below. You may modify the example below (e.g. add/delete rows; rename work packages) or add your own chart.

Notes:

* The titles of the WP’s indicated in the Gantt example do not have to be followed or included in your Gantt. Adapt the Gantt example as needed or add your own chart.
* The number of WP’s provided below is an example only. Add or remove WP’s as needed.
* Add as much detail as needed to reflect your work plan.

GANTT CHART:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Work Package | Title | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| WP1 | Management |  |  |  |  |  | D1.1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | M1.1 |
| WP2 | Data collection |  |  |  |  |  |  | M2.1 |  |  |  |  |  |  |  |  | D2.1 |  |  |  |  |  |  |  |  |
| WP3 | Field work |  |  |  |  |  |  | M3.1 |  |  |  |  |  |  |  |  |  |  |  |  |  | M3.2 | D3.1 |  |  |
| WP4 | Research part x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| WP5 | Research part y |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| WP6 | Dissemination and  communication |  |  |  |  | D6.1 |  |  |  |  |  | D6.2 |  |  | D6.3 |  |  |  |  |  | D6.4 |  |  |  |  |
| WP7 | Secondments |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| … | … |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

|  |  |
| --- | --- |
| Milestone | M |
| Deliverable | D |

Legend

Stop 10 page count

**SECTION 4 – ETHICS SELF-ASSESSMENT**

**4.1 ETHICS ISSUES TABLE**

Please complete the ethical assessment table below, indicating “yes” or “no” in the corresponding box:

|  |  |
| --- | --- |
| **1. Human Embryos/Foetuses** | |
| Does your research involve Human Embryonic Stem Cells (hESCs)? | YES  / NO |
| Does your research involve the use of human embryos? | YES  / NO |
| Does your research involve the use of human fetal tissues/cells? | YES  / NO |
| **2. Humans** | |
| Does your research involve human participants? | YES  / NO |
| Does your research involve physical interventions on the study participants? | YES  / NO |
| **3. Human Cells /Tissues** | |
| Does your research involve human cells or tissues (other than from human embryos/foetuses? | YES  / NO |
| **4. Personal Data** | |
| Does your research involve personal data collection and/or processing? | YES  / NO |
| Does your research involve further processing of previously collected personal data (secondary use)? | YES  / NO |
| **5. Animals** | |
| Does your research involve animals? | YES  / NO |
| **6. Third Countries** | |
| In case non-EU countries are involved, do the research related activities undertaken in these countries raise potential ethics issues? | YES  / NO |
| Do you plan to use local resources (e.g. animal and/or human tissue samples, genetic material, live animals, human remains, materials of historical value, endangered fauna or flora samples, etc.)? | YES  / NO |
| Do you plan to import any material - including personal data - from non-EU countries into the EU? | YES  / NO |
| Do you plan to export any material - including personal data - from the EU to non-EU countries? | YES  / NO |
| In case your research involves low and/or lower middle income countries, are any benefits-sharing actions planned? | YES  / NO |
| Could the situation in the country put the individuals taking part in the research at risk? | YES  / NO |
| **7. Environment & Health and Safety** | |
| Does your research involve the use of elements that may cause harm to the Environment, to animals or plants? | YES  / NO |
| Does your research deal with endangered fauna and/or flora and/or protected areas? | YES  / NO |
| Does your research involve the use of elements that may cause harm to humans, including research staff? | YES  / NO |
| **8. Dual Use** | |
| Does the research involve dual-use items in the sense of Regulation 428/2009, or other items for which an authorisation is required? | YES  / NO |
| **9. Exclusive focus on civil applications** | |
| Could your research raise concerns regarding the exclusive focus on civil applications? | YES  / NO |
| **10. Misuse** | |
| Does your research have the potential for misuse of research results? | YES  / NO |
| **11. Other Ethics Issues** | |
| Are there any other ethics issues that should be taken into consideration?  **If yes, please specify in section 4.2 below.** | YES  / NO |

**4.2 ETHICS Self-Assessment Form**

If you answered “YES” to any of the questions above, you must provide additional information about how these issues will be addressed here.Please, provide details, processes, guidelines, policies and law that you will abide by in order to ensure the ethics issues are properly addressed. You may consult the [*Horizon 2020 Programme Guidance How to complete your ethics self-assessment*](https://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/ethics/h2020_hi_ethics-self-assess_en.pdf)for further information on how to address ethical issues in your research proposal. Please note that sections 4.1 and 4.2 are not counted towards the 10 page limit for Part B-Proposal.

1. References should be listed in footnotes, Arial, font size 8 at least. [↑](#footnote-ref-2)