



# Turkish-UK/UK-Turkish Call for Proposals

Application Form

The deadline for proposal submission is -- July 2016.

Please use font Calibri No 11 for all the sections with the text limits.

|  |  |  |
| --- | --- | --- |
| To be filled by TÜBİTAK/BRITISH COUNCIL | Project no | Date of submitting of proposal |
|  |  |

**Please make sure that the number of pages prepared by you for some sections corresponds to the maximum number indicated in brackets. Proposals exceeding the given limits will not be accepted.**

|  |  |
| --- | --- |
| **Brief Information about Project** | |
| **Project Title:** |  |
| **Project Acronym:** |  |
| **Related Scientific Area of the Call:** |  |
| **Names and Institutions of Turkish Partners:** |  |
| **Names and Institutions of UK Partners:** |  |
| **Duration of the Project in Months:** |  |
| **Total Requested Budget of the Project (€):** |  |

|  |  |  |
| --- | --- | --- |
| **Requested Funding** | **from BRITISH COUNCIL** | **from TÜBİTAK** |
| £ | TL |

|  |  |  |
| --- | --- | --- |
| **Information about Principal Investigator (PI)** | | |
|  | **Turkish PI** | **UK PI** |
| **Name (surname, first name)** |  |  |
| **Position (title)** |  |  |
| **Department** |  |  |
| **Institution** |  |  |
| **Address** |  |  |
| **Phone** |  |  |
| **Fax** |  |  |
| **E-mail** |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Information about Turkish Research Team** | | | | |
| **Name** | **Institution/Department** | **Position (title)** | **Role in the Project2** | **Contribution Rate (%)** |
|  |  |  |  |  |
|  |  |  |  |  |

1Role in the project should be principal investigator/researcher/consultant. Contribution rate of principal investigator should be 100% and should not be filled for the consultant.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Information about UK Research Team** | | | | |
| **Name** | **Institution/Department** | **Position (title)** | **Role in the Project2** | **Contribution Rate (%)** |
|  |  |  |  |  |
|  |  |  |  |  |

1Role in the project should be principal investigator/researcher/consultant. Contribution rate of principal investigator should be 100% and should not be filled for the consultant.

|  |
| --- |
| **General Information about Project** |

|  |
| --- |
| 1. **Abstract of the Project**   *Please write a scientifically oriented executive summary of the project. Please describe the following aspects in separate paragraphs with brief and informative statements. (max. 1 page)*   1. *Aim of the project,* 2. *Main objectives to be achieved,* 3. *Brief description of the work, excellence and importance of the project,* 4. *Theoretical approach and guideline of the methodology used,* 5. *Contribution of the possible expected outputs of project to the related science and technology,*   *and importance of bilateral cooperation.*   1. *A short paragraph in plain English of the Institutional Links collaboration and the research/innovation area(s) to be covered should be given. This should be a statement for a non-specialist audience, giving the rationale of the collaboration, briefly describing what will be done and summarising its potential impact on economic development and/or social welfare in the partner country.* |
| **Keywords:** |

|  |
| --- |
| 1. **Accordance with Thematic Research Priorities**   *Please describe how the proposal fits thematic research priorities presented in the description of the current call. (max. 1/2 page)* |

|  |
| --- |
| 1. **Aim and Objectives of the Project**   *Please describe the overall aim and specific objectives in detail and separate sections with clear and brief statements. These aspects should be clear, measurable, realistic and achievable within the duration of the project. (max.1 page)* |

|  |
| --- |
| 1. **Subject, Scope and Literature Review**   *Please describe the current scientific state of the art and ongoing developments in fields relevant to your proposal including your own previous work. Provide an assessment of further research needs. Please clearly write the literature review about* *related scientific and technological area and contribution of the project to those areas. Please quote references, details of these references have to be presented in part (Bibliography). (max. 3 pages)* |

|  |
| --- |
| 1. **Scientific and Technological Excellence**   *Please state methodological/conceptual/theoretical contribution to the related scientific and technological* *area. Please explain what makes the quality of the proposal (sound concept, quality of objectives, methodology) and its innovative potential*. *(max. 1 page)* |

|  |
| --- |
| 1. **Methodology**   *Please describe the approach and research design in relation to the project objectives and research questions. Please explain the quality and effectiveness of the scientific and technological methodology and research techniques (including data collection techniques, tools and data analysis methods) with reference to the literature. Please also describe alternative method(s) (Plan-B) in case of failure to the progress recorded in a clear manner. Please quote references, details of these references have to be presented in part (Bibliography). (max. 4 pages)* |

|  |
| --- |
| **Work Plan** |

|  |  |  |  |
| --- | --- | --- | --- |
| 1. **Work Packages (WP) and Tasks**   *Please present the work packages in detail, using the table provided below. Use one table per work package (please copy the table as many times as you need it). The explanations included in the table have to be sufficient for justifying the proposed effort and allow for progress monitoring.* | | | |
| **WP Number** | **1** | | |
| **WP Title** |  | | |
| **WP Leader** | ***Only 1 person*** | | |
| **Start Date** |  | **End Date** |  |
| **Objective** | | | |
| |  | | --- | | *Please provide a general description of the work to be undertaken (including methods to be applied where appropriate), identify the partners involved and specify their contributions.* | | | | |
| **Tasks** | | | |
| *Please break the work package down into major tasks. Explain the sequence of tasks and explain interdependencies between tasks where necessary.* | | | |
| **Interdependence with Other Work Packages** | | | |
| *Please provide a narrative description or/and a graphical presentation of interdependencies between the present work package with other work packages.* | | | |
| **Deliverables** | | | |
| *Deliverables represent verifiable outputs of the work package. Normally, each work package will produce one or more deliverables during its lifetime. Please list, specify and quantify deliverables (e.g. prototype, survey results) and state the project month of delivery (measured in months from the first month the project started)****.*** | | | |
| **Milestones** | | | |
| *Milestones represent a scheduled event signifying the completion of a major deliverable or a set of related deliverables (e.g. prototype tested, patient cohort established). Please state the project month of delivery (measured in months from the first month the project started).* | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| 1. **Success Criteria**   *Please define the objectives, success criteria and importance level of the main work packages in the Work-Time Schedule by also regarding deliverables and milestones. The rows and columns in the schedule can be enlarged and increased. The sum of percentages in the columns should be 100.* | | | |
| **WP No** | **Objective of the Main WP** | **Success Criteria**  **(%, number, statement etc.)** | **Importance of the WP for Success of the Project (%)** |
|  |  |  |  |
|  |  |  |  |

|  |  |  |
| --- | --- | --- |
| 1. **Risk Management**   *Please describe the risks that can affect the success of the project negatively and clearly describe the alternative plan(s) (Plan-B) that will be implemented in case of encountering with those by regarding the related work packages.* | | |
| **WP No** | **Main Risks** | **Plan-B** |
|  |  |  |
|  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **WP No** | **WP Name** | **Responsible Team Member (with roles)** |  | **Months** | | | | | | | | | | | | | | | | | | | | | | |
|  | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** | **14** | **15** | **16** | **17** | **18** | **19** | **20** | **21** | **22** | **23** | **24** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

1. **Work-Time Schedule**

*The rows and columns in the schedule can be enlarged and increased.*

|  |
| --- |
| **Project Team and Infrastructure of the Institution** |

|  |
| --- |
| 1. **Description of the Consortium**   *Please provide a brief description of each participating organisation, its responsibilities within the proposed project and previous experiences qualifying participants for the task at hand. Describe how the participants collectively constitute a consortium capable of achieving the project objectives, among others, by highlighting the complementarities between them. Provide short profiles of the personnel who will be undertaking the work (also for staff to be hired).* |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **12. Relevant Projects of Both Team Members** | | | | | | |
| * 1. **Relevant Projects of Turkish Team Members (Funded by TÜBİTAK, Other Turkish Organizations)**   *Please write the other projects and their details related to subject of project funded by TÜBİTAK and other Turkish Funding Agencies. The rows in the table can be enlarged and increased.* | | | | | | |
| **Name of Researcher** | **Project No** | **Project Title** | **Role in Project** | **Start and End Date of Project** | **Amount of Fund (TL)** | **Scientific Distinctness of This Proposal (Please clarify within 4-5 sentences)** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| * 1. **Relevant Projects of UK Team Members (Funded by BRITISH COUNCIL, Other UK/International Organizations)**   *Please write the other projects and their details related to subject of project funded by UK/International Funding Agencies. The rows in the table can be enlarged and increased.* | | | | | | |
| **Name of Researcher** | **Project No** | **Project Title** | **Role in Project** | **Start and End Date of Project** | **Amount of Fund (€)** | **Scientific Distinctness of This Proposal (Please clarify within 4-5 sentences)** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. **Related Publications of Both Team Members** | | | | |
| * 1. **Publications of Turkish Team Members in Last Five Years**   *Please write the publications and their details* ***related to subject of this proposal****. The rows in the table can be enlarged and increased.* | | | | |
| **Author(s)** | **Title of Article** | **Name of Journal** | **Volume/No/Page** | **Publication Date** |
|  |  |  |  |  |
|  |  |  |  |  |
| * 1. **Publications of UKTeam Members in Last Five Years**   *Please write the publications and their details related to subject of this proposal. The rows in the table can be enlarged and increased.* | | | | |
| **Author(s)** | **Title of Article** | **Name of Journal** | **Volume/No/Page** | **Publication Date** |
|  |  |  |  |  |
|  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| 1. **Current Research Infrastructure of Institutions** | | |
| **14.1 Current Research Infrastructure of Turkish Research Team’s Affiliated Institutions**  *Please write the equipment currently found in Turkish Research Team’s affiliated institutions and planned to use for the project. The rows in the table can be enlarged and increased.* | | |
| **Type and Model of Equipment** | **Name of Institution** | **Purpose of Use During the Project** |
|  |  |  |
|  |  |  |
| **14.2 Current Research Infrastructure of UK Research Team’s Affiliated Institutions**  *Please write the equipment currently found in UK Research Team’s affiliated institutions and planned to use for the project. The rows in the table can be enlarged and increased.* | | |
| **Type and Model of Equipment** | **Name of Institution** | **Purpose of Use During the Project** |
|  |  |  |
|  |  |  |

|  |
| --- |
| **Expected Impact of Project Results and Added Values of Cooperation** |

|  |
| --- |
| 1. **Potential Impact and Contribution to Scientific Community, Expected Exploitation of the Results**   *Please describe intended short-term outcomes and long-term impacts of your project to the scientific community (academic, economic, commercial and social expected impacts. (max. 1 page)* |

|  |
| --- |
| **16. Transnational Added Value**  *Please describe the synergies and added value of the UK-Turkish cooperation in the chosen research field (cohesion of the proposed research, strength and appropriateness of proposed partnership,**level of the collaborative interaction between project partners, sustainability of the expected collaboration, IPR issues*). *Please describe how the research may contribute to the economic development and social welfare of the partner country within a reasonable time frame (3-15 years) and identify relevant stakeholders and potential users of the research and describe any existing engagement with them. Please outline how you intend to engage with each of the groups described above in order to maximise the potential of this collaboration to have a positive impact, during the lifetime of the grant and thereafter. Indicate how you will measure the impact on these stakeholder groups. (max. 1 page)*  *Note: For the detailed description of related criteria, please carefully examine the guideline.* |

|  |
| --- |
| **Visits and Financial Plan** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. **Mutual Visits** | | | | |
| **17.1 Visits of Turkish Researchers**  *Please list the number of persons and duration of visits by year. The proposed visiting must be also specified and itemized by destination and purpose.* | | | | |
|  | **Number of visitors** | **Duration** | **Destination** | **Purpose** |
| 1st year |  |  |  |  |
| 2nd year |  |  |  |  |
| **17.2 Visits of UK Researchers**  *Please list the number of persons and duration of visits by year. The proposed visiting must be also specified and itemized by destination and purpose.* | | | | |
|  | **Number of visitors** | **Duration** | **Destination** | **Purpose** |
| 1st year |  |  |  |  |
| 2nd year |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| 1. **Requested Budget** | | | |
| **18.1 Turkish Applicant’s Budget (TL)**  *Please list funding requested for executing the project. Turkish side is in charge of all expenses related to exchange visits of Turkish researchers. Please write the each part of the budget (name of each equipment, name of each consumable, etc.) in detail* | | | |
| **Turkish Applicant** | **1st year** | **2nd year** | **Total** |
| Equipment |  |  |  |
| Consumables |  |  |  |
| Subcontract/Services |  |  |  |
| Travel Expenses |  |  |  |
| Personnel  (scholarship, supporting personnel, etc…) |  |  |  |
| **Total Cost** |  |  |  |
| * 1. **UK Applicant’s Budget (€)**   *Please list funding requested for executing the project. UK side is in charge of all expenses related to exchange visits of UK researchers. The details of the requested budget from the UK side should be given separately in the ‘IL\_Detailed\_Budget\_for\_UK\_PI’ document.* | | | |
| **UK Applicant** | **1st year** | **2nd year** | **Total** |
| Human Resource Cost |  |  |  |
| Other Research Related Expenses (equipment, consumables etc.) |  |  |  |
| Operational Costs (travel, subsistence etc.) |  |  |  |
| Communication Costs (publications, website etc.) |  |  |  |
| Other Costs |  |  |  |
| **Total Cost** |  |  |  |

|  |
| --- |
| **19. Bibliography / References** |
| *Each reference must include the names of all authors, the article and journal title, book title, volume number, page numbers, and year of publication. If the document is available electronically, the website address should be mentioned, too.* |

|  |  |  |
| --- | --- | --- |
| **20. Declarations and Signatures** | | |
| **20.1 Institutions** | | |
| Being duly authorized to file this declaration, on behalf of the UK/Turkish Applicant applying for the funds for financing of the project, I confirm that:   * all tasks included in this Application Form are not financed from other sources; * all statements and information provided in this Application Form are correct and accurate; * all annexes and/or information required additionally to this Application Form will be submitted to the respective funding agency by the respective Principal İnvestigator in due course; * This Application Form with unchanged contents will be submitted simultaneously by the UK/Turkish Principal Investigator to TÜBİTAK/BRITISH COUNCIL in due course. | | |
| Name:  (to be filled by Turkish PI’s Institution) |  | *………………………*  *Date/Signature* |
| Stamp of Turkish Institution: |  | |
| Name:  (to be filled by UK PI’s Institution) |  | *……………………..*  *Date/Signature* |
| Stamp of UK Institution: |  | |
| **20.2 Principal Investigators** | | |
| I declare thatall statements and information provided in this application form are correct, accurate and prepared by team members. | | |
| Name:  (to be filled by Turkish PI) |  | *………………………………*  *Date/Signature* |
| Name:  (to be filled by UK PI) |  | *………………………………*  *Date/Signature* |