



HDHL-INTIMIC Call for Joint Transnational Research Proposals on

“Impact of Diet, Food Components and Food Processing on Body Weight Regulation and Overweight Related Metabolic Diseases (METADIS)”

Guideline and pre-proposal template

Submission deadline for pre-proposals:

2nd of April 2019 at 16:00 UTC

Link to: Call Text

Link to: “Electronic submission system (PT-Outline)”

For further information, please visit us on the web

<http://www.healthydietforhealthylife.eu/>

Or contact the Joint Call Secretariat (JCS):

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1. Background

Under the umbrella of HDHL-INTIMIC, the Joint Programming Initiative “A Healthy Diet for a Healthy Life” launched a transnational call on the “Impact of Diet, Food Components and Food Processing on Body Weight Regulation and Overweight Related Metabolic Diseases (METADIS)”.

The aim of this call is to support transnational, collaborative research projects that address important research questions regarding the effects of food (components) or diets and/or food processing on overweight and related metabolic diseases. An additional objective is to support Early Career Scientists in the area of food, nutrition and health.

2. Proposal submission

There will be a **two-stage submission procedure**: pre-proposals and full proposals. Both pre- and full proposals should be written in English and must be submitted to the JCS by the coordinator through the [electronic submission system](#). Before submission of the pre-proposal, coordinators and all principal investigators of the consortium should complete their profile on the Meta Data Base present on the [JPI HDHL website](#).

Pre-proposals must be submitted by the project coordinator before the **2nd of April 2019 at 16:00 UTC**. Pre-proposals is composed of this current template, part C, but also a part A (Synopsis) and part B (Budgetary tables). Part A and B should be filled online.

Each partner that requests funding has to fill in a CV and a budgetary table. Please justify each of the budget items with a short description in the right column. In addition, specification of co-funding from other sources necessary for the project as well as secured funding of additional collaborators of the consortium should be explained, if applicable.

Full proposals must be submitted by the project coordinator before the **9th of July 2019 at 16:00 UTC**. Please note that full proposals will only be accepted from applicants explicitly invited by the JCS to submit them. A guidelines and template for full proposals will be provided to those applicants at a later stage.

Call deadlines are final and will be strictly enforced. The electronic system will not allow submissions after call deadlines! Please take into account that the online data entry may be overloaded by the day of the deadline. It is therefore recommended to upload all the required material well beforehand.

IMPORTANT: Each project partner will be subject to the rules and regulations of its respective national/regional funding agency. Details of the national/regional eligibility criteria and guidelines from individual funding agencies are provided in the Annex A of the call text.

Pre-proposal application form

One joint pre-proposal document (in English) shall be prepared by the partners of a joint transnational project and must be submitted by the coordinator via the [JPI HDHL electronic submission](#). Only transnational projects will be funded (the criteria for the composition of a consortium are described in the [Call text](#)).

1. Checklist for the Coordinator:

In order to make sure that your proposal will be eligible for this call, please collect the information required to tick all the sections below before starting to complete this application form. Please consult the [call text](#) for further details.

- General condition:

☐ The project proposal addresses the **AIM/S** of the call

- The composition of the consortium:

☐ The project proposal involves at least 3 eligible project partners from at least 3 different countries participating in the call. *Please note:* Each project partner (i.e research group participating in the consortium) must be represented by a single principle investigator.

☐ The project proposal involves a maximum of 6 eligible research partners asking for funding.

Please note: if one or two research partners are funded by the funding agency MEYS, the number of research partners can be increased to 7 or 8 respectively. In this case, please contact directly the JCS.

☐ The total number of partners in the consortium, including additional collaborators who are not applying for funding, must not exceed eight.

Please note: Collaborators are researcher(s) or international organizations that are not applying for funding from the participating funding organizations or that are from countries not participating in this call. Collaborators may participate in projects if they clearly demonstrate an added value to the consortium and are able to secure their own funding.

☐ The coordinator and the majority of partners in the consortium are eligible for funding.

☐ The project proposal does not include more than two partners from the same country participating in the call.

- Eligibility of project partners:

☐ I have made sure that each project partner involved in the project proposal has checked its eligibility to receive funding by its funding agency (see Annex of the call text).

Please note:

- Proposals that **do not meet the national eligibility criteria and requirements will be declined without further review.**
- All fields must be completed using **Arial 11, single-spaced, margins of 1.27 cm**. Incomplete proposals, proposals using a different format or exceeding length limitations of any sections will be rejected without further review.
- Once completed the pre-proposal must be converted in a **single PDF document** before being uploaded to the submission website.

- Submission via the [electronic submission system](#) is mandatory. No other means of submission will be accepted.

In case of inconsistency between the information registered in the electronic submission system and the information included in the PDF of this application form, the **information registered in the electronic submission tool shall prevail**.

2. Pre-proposal structure (please find [here](#) the respective word-file)

1.a Project Title:

1.b Project acronym (max. 10 characters):

2. Consortium Coordinator:

Family Name, first Name	
Name of Institution	
Department	
Position	
Postal Address	
Email Address	
Country	
Type of Entity	Academia, Clinical or Public Health, SME or Industry

3. Project Partners (max. 6 including Coordinator)

Please note: if one or two research partners are funded by the funding agency MEYS, the number of research partners can be increased to 7 or 8 respectively. In this case, please contact directly the JCS.

No.	City, Country	Name of the Principal Investigator	Institution, Department, full affiliations	Type of entity: Academia, Clinical or Public Health, SME and Industry
1				
2				
3				
4				
5				

4. Project Collaborators (not applying for funding) - Consortium size must not exceed 8 in total

No.	City, Country	Name of the Principal Investigator	Institution, Department, full affiliations	Type of entity: Academia, Clinical or Public Health, SME and Industry
1				
2				
3				

4. Duration of the project (months):

5. Total funding applied for (€):

7. Keywords

Please identify five keywords that represent the scientific content of the pre-proposal.

8. Project Summary (max. 1499 characters including spaces)

9. Project description (once converted into PDF document: max. 6 pages DIN-A4, Arial 11, single-spaced, margins of 1.27 cm).

Including:

- background, present state of the art and preliminary results obtained by the consortium members;
- objectives, rationale, work plan, and methodology (novelty, originality and feasibility should be highlighted);
- potential of the expected results for future public health, other socio economic health relevant applications and/or for industry;
- Added value of the transnational collaboration and multidisciplinary expertise in the consortium;
- statement on how the FAIR data principles¹ will be applied in the management of the data gathered in the proposed project;

10. Measures for the support of Early Career Scientists (one page max): profile of the early career scientist, description of the planned training activities (exchange, summer school...), expected impact of the training for the ECS and the project.

11. In addition, two more pages can be added to the pre-proposal (optional):

- a list of references (max. 1 page, for references a font size of 6pt is acceptable.)
- a page of diagrams, figures, etc. to support the work plan description, timeline and interconnections of work packages (Gantt chart, PERT or similar) (max. 1 page)

12. Brief CV for each principal investigator (once converted into PDF document: max. 1 page DIN-A4, Arial 11, single-spaced, margins of 1.27 cm per principal investigator). Please follow this format:

Personal information	<i>First name, last name, academic title Institution and department (complete name)</i>
Current position	
Position in the consortium	<i>Please indicate the subproject you will be working in.</i>
Work experience relevant for the consortium	
Professional background	
Publications	<i>Please list your five most relevant publications of the last ten years</i>
Additional information	<i>Honors, awards, memberships or references; up to 5 relevant third-party funded projects conducted in the area in the past 5 years</i>

¹ [FAIR PRINCIPLE Document](#)

13. Budget

Each partner that requests funding has to fill in a budgetary table. Please justify each of the budget items with a short description in the right column. You can use the examples and instructions that are given in purple.

In addition, specification of co-funding from other sources necessary for the project as well as secured funding of additional collaborators of the consortium should be explained here, if applicable.

Coordinator		
Position	Requested Amount (€)	Details and justification
Personnel		<i>Person-Months and position of employment</i>
Consumables		<i>e.g., questionnaires, materials</i>
Equipment		<i>e.g., laboratory devices, IT infrastructure</i>
Travel		<i>Please provide information on expected travel expenses</i>
ECS Training activities ¹		<i>e.g., summer school; mobility between partners of the consortium; career development meetings</i>
Other direct costs ²		<i>e.g., subcontracting, provisions, licensing fees</i>
Total direct costs		
Indirect costs (Overhead) ³		<i>Brief information on the calculation of overheads</i>
<u>Total budget</u>		

Partner: 1		
Position	Requested Amount (€)	Details and justification
Personnel		<i>Person-Months and position of employment</i>
Consumables		<i>e.g., questionnaires, materials</i>
Equipment		<i>e.g., laboratory devices, IT infrastructure</i>
Travel		<i>Please provide information on expected travel expenses</i>
ECS Training activities ¹		<i>e.g., summer school; mobility between partners of the consortium; career development meetings¹</i>
Other direct costs ²		<i>e.g., subcontracting, provisions, licensing fees</i>
Total direct costs		
Indirect costs (Overhead) ³		<i>Brief information on the calculation of overheads</i>
<u>Total budget</u>		

- ¹: Travel costs to the career development meeting organized by the JPI HDHL (at least one Early Career Scientist per consortium partner) must be included in the budget plan of the proposal.
- ²: e.g. subcontracting, provisions, licensing fees; may not be eligible costs in all countries (will be handled according national regulations)
- ³: Overhead costs: funding according to national regulations

Please add tables for further partners as required. For partners not eligible for funding (collaborators): Please give information on the budget and how these funds will be secured.

Overall Budget Plan

HDHL-INTIMIC-METADIS							
Project Acronym:							
	Coordinator	Partner 1	Partner 2	Partner 3	Partner 4	Partner 5	
Name (group leader)							
Institution							
Country							
Funding organisation							
PROJECT COSTS (€)							Total
Personnel €							
Consumables €							
Equipment €							
Travel €							
ECS Training activities € ¹							
Other direct costs € ²							
Overheads € ³							
Total requested budget €							
<p>¹: Travel costs to the career development meeting organized by the JPI HDHL (at least one Early Career Scientist per consortium partner) must be included in the budget plan of the proposal.</p> <p>²: e.g. subcontracting, provisions, licensing fees; may not be eligible costs in all countries (will be handled according national regulations)</p> <p>³: Overhead costs: funding according to national regulations</p>							

We strongly recommend checking the national call texts and consulting with the national/regional contact officers

14. Date and signature of the coordinator

