

# Guideline

## Call for applications „Innovative processes for integrated rainwater management“ by the Baden-Württemberg Stiftung gGmbH

September 2022 (revised version from 22. November 2022)

The deadline for submission is  
~~28 November 2022~~ **12. December 2022**, 4:00 p.m. (cut-off time).

Applications can only be submitted via the online portal

<https://bws-wasser.ptj.de/>

This guideline is intended to assist you in submitting your applications. The individual steps of submission are presented and explained. Proposals that do not fulfill the requirements in the guidelines (e.g., no electronic submission, no legally binding signatures) may be excluded from the review process without further justification. If you have any further questions, please contact the Project Management Jülich.

### Contact:

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## I. General Information

### Application language and form:

The application can be written in German or English. In any case, a German abstract must be submitted (see point VII).

In this single-stage procedure, a full proposal is submitted. If the review is positively evaluated, this full proposal forms the basis for the contract research.

### Helpful information about the submission tool

The coordinator has to fill in all data. The partners can only enter their contact data and task/expertise.

You can save your entered data at any time and edit them later.

Please note that two documents (milestone plan, legally binding approval) must be uploaded. Templates are available in the submission tool.

**No documents need to be sent by post.**

## II. Coordinator Registration

Please register as a coordinator. The coordinator of the cooperation project will add project partners in one of the next steps (see point IV).

## III. Profile

### a. Contact Data

- Title, First Name and Surname
- Institute, Department, Institution
- Mailing address
- Phone
- Email

### b. Tasks and Expertise

Please briefly describe your task in the project and your technical/scientific expertise [max. 3,000 characters].

### c. Literature References

List your project-relevant publications from the last five years (maximum 5).

## IV. Partner

Please add as coordinator your project partner(s).

## V. Project Data

Please enter the following information for your project:

- Title
- Acronym
- Duration (maximum 36 months)
- Please sign up to which research fields “Decentralized rainwater treatment”, “Potentials of blue-green infrastructures” or “Influence of extreme hydrological events on water quality” your project is related. **One or more research fields can be selected.**

## VI. Keywords

Please add at least three to maximum five own keywords.

## VII. German (publishable) Abstract

Please describe briefly and generally understandable the planned project in German [max. 2,500 characters]. This will be used for public relations of the Baden-Württemberg Stiftung. This summary should therefore be formulated that it is understood by third parties ("interested laypersons") without compromising possible scientific publications or industrial property rights. Please avoid abbreviations.

## VIII. Objectives of the Project

Please give a brief overview of the goals of the research project with respect of the research field and the research problem to be addressed [max. 3,000 characters].

## IX. Relevance and Innovation

Please describe the relevance of the project and to what extent the project goes beyond the current international state-of-the-art in the research field [max. 6,000 characters].

## X. Preliminary Data and Infrastructure

Please address the following topics for each partner [max. 6,000 characters]:

- Your own previous work and data relevant to the project
- Existing project-relevant infrastructure and resources (e.g. established methods, equipment, material- or data libraries)
- Previous collaborative projects between the partners relevant to the project

## XI. Patents

Please list your own patents and third party patents relevant to the project. Please consider that the research is carried out on behalf of the Baden-Württemberg Stiftung gGmbH on the basis of a contract with the research institution (contract research). The Baden-Württemberg Stiftung gGmbH is entitled to the rights to the results of the research. Therefore, the patent situation is an important evaluation criterion. For this reason, please confirm the following two queries:

- ✓ We hereby confirm that an (own) patent search has been carried out.

## SUBMISSION TOOL

- ✓ We hereby confirm that no information relevant to property rights is known that prevents the realisation of the project.

In addition, briefly describe the result of the (own) patent search [max 2,500 characters].

### XII. Work Programme

Please describe the planned work programme. The work programme should be divided into work packages. The individual work packages must be presented in a coherent way. The participation of the individual project partners in the work packages must be clearly pointed out [max. 18,000 characters].

### XIII. Work Programme References

List the relevant publications for the work programme, state-of-the-art, etc. [max. 3,000 characters].

### XIV. Milestone Plan

Please define binding milestones for your project every six months with assignment to the work packages and partner. Use the template provided in the submission tool.

### XV. Exploitation

Please describe the future perspectives and exploitation possibilities of your project results [max. 6,000 characters].

### XVI. Financial Plan

#### Eligible project costs:

Financing is provided for personnel, material and travel costs. In exceptional and duly justified cases investment costs in the form of depreciation over the life of the project, as well.

Please note that **net amounts** must be indicated for all items.

- Personnel costs with indication of the value. Please use the following approaches (based on a full-time position):
  - Postdoc: 77,400 €/ a
  - PhD student: 71,700 €/ a
  - Technical assistance: 52,800 €/ a
- Material costs (small devices, consumables, travel costs)
- In justified exceptional cases, investment costs (applies to new investments from 5,000 €, depreciation period according to depreciation table, billable depreciation only for the useful life of the project)
- Overview of total costs (**plus VAT**)

### XVII. Financial Comments

Please justify the request budget per partner and position (personnel costs, material costs, investment costs) [max. 2,000 characters per position/partner]

## **XVIII. Image Uploads**

You have the opportunity to upload up to three images. The maximum size of each image must not exceed 600 x 600 pixels and the maximum file size must not exceed 2 MB. Allowed formats are jpg, png or gif.

## **XIX. Legally Binding Approval**

Applications must be submitted via the submission tool <https://bws-wasser.ptj.de> of the Project Management Jülich. In addition, the upload of the PDF-file “Legally\_Binding\_Approval” signed by the rectorate(s) of the university or the management of the research institution (not the coordinator) is obligatory. The signature in the PDF document is sufficient to be legally binding.

## **XX. Factsheet**

A preview of the submitted data is available as a factsheet (pdf) which you can download.

## **XXI. Validation**

Before submitting the application, all data are automatically validated.

## **XXII. Submit**

A resubmission is possible at any time before the deadline.