# Schram-Stiftung

## Program:
## Brain Research – Basic Neuroscience
## Molecular and Cellular Neurobiology

## Application Guidelines

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## I.    General Remarks[*]

1. The Schram-Stiftung (Schram Foundation), a member of the Stifterverband für die Deutsche Wissenschaft e.V., bases its funding decisions on the vote of honorary peer reviewers. Please make sure to present your application in a way that gives the reviewers a good and clear idea of your project.

   You are welcome to propose up to five reviewers who are able to evaluate your project impartially.

2. The application should not be longer than 20 pages.

3. Please use Arial font, 11 point.

4. The application should be written in English. **The title and summary of your project must also be submitted in German.**

5. Applications can be made for up to three years of funding and a total of max. EUR 120,000 per year.

6. The Foundation expects applicants to comply with all rules for safeguarding good scientific practice, both whilst submitting the application and when carrying out the project (e.g., http://www.dfg.de/formulare/2_02/index.jsp). This should be stated explicitly in the proposal.

7. Please submit your proposal, including all attachments, in both paper and digital formats, preferably as a PDF file that is not password protected and that can be read, copied, and printed out without any restrictions.

8. When compiling your list of publications, please list peer-reviewed publications only.

9. Please submit PDF files of up to five peer-reviewed publications that are relevant for the application.

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[*] The guidelines largely follow those issued by the German Research Foundation (DFG).

# Schram-Stiftung

## II.  Application

## 1.  General Information

Application for research grants.

### 1.1  Applicant

Grant proposals can be submitted by scientists who perform independent research at a university or a non-university research institution in the Federal Republic of Germany.

It is **not** possible to apply for funding of your own position; the grant is designed to help fund the work of your research group but not to enable its creation.

Please provide information about how your own position is funded. To be eligible for a grant, your position must be securely funded throughout the project period for which you request funding.

In case of joint applications, please indicate who will be responsible for carrying out the project, for managing the grant, and for the mandatory reporting to the Schram Foundation. Also, it has to be clear which institution will be responsible for administering the funds provided.

Please provide the following information for all applicants:

- first name, last name, academic title,
- position; in case of a fixed-term contract: information on contract duration,
- date of birth, marital status, nationality,
- institution and department/faculty,
- office address,
- phone number,
- fax number,
- e-mail address,
- home address including phone number,
- CV (in tabular form)
- list of the 10 most important scientific publications (independent of the topic of the application)

If your project involves a close collaboration with scientists abroad, please provide the above-mentioned information also for your collaboration partners. In case your application should be

# Schram-Stiftung

approved, grant management and invoicing will be the responsibility of the applicant(s) in Germany.

## 1.2 Topic

Please provide a concise, brief description of your topic in no more than 140 characters.

## 1.3 Discipline and Field

Please indicate the discipline and research field of your project.

## 1.4 Estimated Total Duration of Project

Please indicate the total duration of your project, if it is different from the requested funding period.

## 1.5 Funding Period

Please indicate the desired funding period (up to 36 months) and when you want the funding to start.

## 1.6 Summary

Please summarize the key objectives of your project **in both German and English in layman's terms** and in no more than 1,600 characters.

If your application is approved, this summary will serve as the basis for press releases.

## 2. Current State of Research and Applicant's Preliminary Research

## 2.1 State of Research

Please provide a concise description of the current state of research as it relates to your project, including information on the most relevant achievements of other scientists and researchers.

It should become clear from your application how your own work seeks to contribute to the specific research field, and to which aspects you want to make an original and significant contribution.

## 2.2 Own Preliminary Research / Work Report

Please provide a short summary of your own research work and its most important findings.

Please, attach up to 5 key publications (reprints/pdf files) and, if applicable, copies of manuscripts that have been submitted for publication and whose results are relevant for the proposed project.

## 3.    Project Aims and Schedule

### 3.1    Aims
Description of the major scientific goals of your project.

### 3.2    Schedule and Methodology
Please provide detailed information about your experimental schedule during the period for which you seek funding, including a detailed description of the methodology you want to use.

The project description needs to document for which purpose the funds will be used – if applicable, with reference to the individual positions for which you seek funding.

## 4.    Requested Funds

Please list the requested funds according to funding year, and summarize the information provided under 4.1. to 4.6. in the following table:

| Cost Type | Year 1 | Year 2 | Year 3 | Total Costs |
|---|---|---|---|---|
| Staff | | | | |
| Equipment | | | | |
| Supplies | | | | |
| Travel | | | | |
| Publications | | | | |
| Other | | | | |
| **Total Amount** | | | | |

# Schram-Stiftung

## 4.1 Staff

The following information about the project staff is required:

Please indicate the periods during which you want to employ scientific staff (doctoral candidates and postdocs) and undergraduate students for the project. To receive funding for undergraduate students, it is obligatory that they make a qualified contribution to the project. This needs to be explained in the application.

In case of scholarship applications (for doctoral candidates and postdocs), please indicate the desired period and amount of funding requested. If you apply for fellowships (scholarships) instead of scientific assistant positions, you need to state the reasons for doing so.

If the project staff is known already, please provide the information requested under 1.1.

If staff members or fellowship recipients are not yet known at the time of application, please make sure to submit this information later.

## 4.2 Scientific Equipment

Please list all equipment, for which you request funding, whose cost of purchase does not exceed EUR 10,000, including an overview listing individual models and costs, and an explanation of why this equipment is necessary.

If already existing equipment, including computer facilities, can be used by the project only against payment of a fee, please list and explain the resulting costs.

A separate application is required in case the acquisition costs (cost of purchase including VAT plus incidental costs) exceed EUR 10,000 per piece of equipment.

## 4.3 Supplies and Consumables

Please explain why the supplies requested are needed.

## 4.4 Travel

Please explain why travel is necessary, and indicate the amount for every type of travel during the period for which you seek funding.

### 4.5   Publications
Please indicate whether, and up to which amount, you want to apply for covering of the costs of publications emerging from your project (generally up to EUR 750/year).

### 4.6   Other
Please explain.


## 5.   Conditions and Resources to Carry Out the Project

Which additional funds – including other third-party funding – do you expect to have available for your project in addition to the grant for which you are applying here? Which other resources (technical platforms, facilities, general services) might in addition be available then?

### 5.1   Composition of Research Group
Please indicate the names, academic titles, and positions of individuals who will be involved in the proposed project without receiving funding from the Schram-Stiftung.

### 5.2   Collaboration with Other Scientists and Researchers
Please indicate the names of further scientists (with the exception of those listed under 1.1.) who agreed to collaborate on the project, and include a short letter of collaboration.


## 6.   Statements
If you have already applied for funding elsewhere, please provide the Schram-Stiftung with the relevant information. Otherwise, please state that you have not applied for funding of this or a related proposal elsewhere.


## 7.   Signature(s)
The application must be signed by the applicant(s).


As of: January 2019

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