

Schram-Stiftung

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

Application Guidelines

As of: April 26

I. General Remarks*

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

You are welcome to propose up to five reviewers who can evaluate your project impartially. If you wish to exclude particular reviewer(s) due to significant conflicts of interest, please provide reasons. Note that final selection of peer reviewers will be in the Schram foundation's board's purview.

2. 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 compliance should be stated explicitly in the proposal.
3. **Please submit your proposal, including all attachments, exclusively via [this online application procedure](#).** The file may not be password protected and has to be accessible to be read, saved, and printed without any restrictions.

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

II. Application

1. General Information

1.1 Applicants

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

It is **not** possible to apply for funding for 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.

1.2 Application

1.2.1 The application should consist of two parts. **Part A** serves to classify the applications thematically and help the Scientific Advisory Board/Board of Trustees select suitable reviewers. **Part B** will be the basis for an in-depth assessment by expert referees.

1.2.2 The application for research grants (parts A and B) should be no longer than 6,000 words/ about 20 pages (Part A, max. 5 pages; Part B, max. 15 pages).

1.2.3 The application should be written in English. **The title and a lay summary of your project must also be submitted in German on a separate page.**

Part A

Please provide the following information:

Applicant meta data:

- First name, last name, academic title
- Position; in case of a fixed-term contract: information on contract duration,
- Contact data (full affiliation of the Institution and department/faculty; phone number; email address)
- “Academic age”: Please indicate the effective duration of your academic career since your first relevant university degree, excluding documented interruptions (e.g., parental leave, caregiving periods, extended illness); this measure is used to assess research achievements relative to opportunity, independent of biological age. Supporting documentation may be requested if necessary, but does not need to be submitted with the application.

Project meta data:

- Project title
- Abbreviated project title (Acronym)
- Proposed funding period (mm/yyyy to mm/yyyy)

- Primary research area (e.g. neuronal networks, molecular and cellular neurosciences, developmental neurosciences, methods development etc.):
- State of the art (Please briefly describe the scientific starting point on which your project is based; use bullet points, max. 200 words):
- Key questions (Please, briefly state the three main hypotheses/aims you plan to investigate; 85 characters per bullet point):
- Methods used (Please, list the three key experimental methods/technologies to be used for your project; 85 characters per bullet point):
- Abstract (3,000 characters max.)
- Significance statement: Originality, vision, and risk (Where could the project expand or even fundamentally challenge accepted doctrine? What are the risks? How does the project fit into the Schram-Program? 1,500 characters max).

Separate pdf files:

- **CV (in tabular form)** including a list of up to 10 most relevant own scientific publications (not necessarily related to the topic of the application)
- **Summary** of your project's key objectives **both in German and English in layman's terms** and in no more than **one page** (about 300 words) each.

If your project involves a close collaboration with scientists abroad, please provide the above-mentioned information for each of your collaboration partners. In case your application should be approved, grant management and invoicing will be the responsibility of the applicant in Germany.

Part B

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.

2.2 Own Preliminary Research / Work Report

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

It should become clear from your application how your own work seeks to contribute to the specific research field, how it aims to go beyond the state of the art, and to which aspects you want to make an original and significant contribution. Preliminary data, if any, may be included but it is not a prerequisite, since the Schram Foundation particularly supports innovative and daring novel approaches.

Include a list of up to 5 key own publications, the results of which are relevant for the proposed project (in case of free-of-charge, freely accessible publications, providing links to reprints/pdf files, BioRxiv or similar repositories are acceptable). If immediately relevant to the proposal, you may include manuscripts that have been *submitted* for publication but have not (yet) been peer-reviewed.

3. Project Aims, Schedule and Experiments with animals

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.

3.3 Experiments involving animals

The Schram Foundation expects compliance with the German federal Protection of Animals Act (Tierschutzgesetz) and the European directives on the protection of animals used for scientific purposes.

For animal experiments that require approval by the local authorities, the Schram Foundation recommends that you seek the necessary permissions preferably prior to (at the latest upon) submitting your proposal. Experimental work may only commence once approval has been obtained and communicated to the Schram Foundation.

Proposed animal experiments must be described in sufficient detail to allow peer reviewers to judge appropriateness of ethics and conclusiveness of proposed experiments.

Please explain how the principle of the 3 Rs (Replacement, Reduction and Refinement) will be implemented.

For the analysis and reporting of results, the Schram Foundation expects you to comply with established international standards, such as the ARRIVE guidelines (<https://www.nc3rs.org.uk/arrive-guidelines>).

If applicable and in line with above experimental regulations, include a description of the following aspects of your planned experiments:

- Gene technology regulations
- Human material / stem cells
- Resources or associated traditional knowledge from foreign countries
- Data handling according to FAIR sharing principles (<https://fairsharing.org/>)

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				
Other				
Total Amount				

4.1 Staff

Please indicate the periods during which you want to employ scientific staff (contracted scientific positions for doctoral candidates and/or postdocs) and/or undergraduate students for the project. The nature of the expected contribution needs to be outlined in the application.

If the project staff is already known, please provide for each staff member the information listed under 1.1.

If at the time of application, staff members or fellowship recipients are yet to be determined, please make sure to submit this information as soon as they become available.

4.2 Scientific Equipment

If you apply for funding of non-consumables - e.g. equipment, hardware, software - please list for each item separately the acquisition costs (gross price including VAT and incidental costs if any) along with an explanation of the necessity for the applied project.

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

4.3 Supplies and Consumables

Please explain why the supplies requested are needed.

4.4 Travel

Please indicate the requested funds and explain for which personnel and purpose travel is necessary.

4.5 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 (collaborators, technical platforms, external or institutional facilities, general services) might be available in addition?

5.1 Composition of the Research Group

Please indicate the names, academic titles, and positions of individuals who will be involved in the proposed project in addition to the direct collaborators listed under without receiving funding from the Schram Foundation.

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 for each.

6. Disclosures

If you have applied for funding of the same or closely related project elsewhere, please disclose the relevant information to the Schram Foundation. Else, 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.

Beispiel:

Deutsche allgemeinverständliche Zusammenfassung, max. 1 page/ about 300 words)

Name: Monika Mustermann, Dr. rer. nat.,
Funktion: Forschungsgruppenleiterin

Institution: FG Molekulare Lernforschung, Institut für Hirnforschung,
Universität

Telefon: 0049 (0)1234 567

Email: MM@university.eu

Titel: Molekulare und zelluläre Korrelate des Fliegenlernens im Gehirn von Pinguinen

Text: ...

Layman's terms summary in English (max. 1 page/ about 300 words)

Name: Monika Mustermann, Dr. rer. nat,
Function: Research Group Leader
Affiliation: RG Molecular Learning Research, Brain Research Institute,
University
Phone: 0049 (0)1234 567
Email: MM@university.eu

Title: Molecular and cellular correlates of learning to fly in the brain of penguins.