Guidelines

Call for proposals

Epitranscriptomics - Innovative research approaches from method to application

Baden-Württemberg Stiftung

from 28th July 2025

**Applications must be submitted by 2pm on 13th November 2025 (deadline). Please use the "PT-Outline" internet portal at the following address**

[**https://ptoutline.eu/app/BWST-Epi**](https://ptoutline.eu/app/BWST-Epi)**.**

Please note that two documents must be uploaded for an application:

1. PDF file of the project application,

2. legally binding approval.

Corresponding templates are available in the submission tool.

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

These guidelines are intended to support you in submitting your applications. Applications that do not fulfil the requirements of 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:

DLR Projektträger

Bereich Gesundheit

Heinrich-Konen-Straße 1

53227 Bonn

Your contact persons:

**Dr. Isabel Aller** Tel: 0228 3821 1168 E-Mail: [isabel.aller@dlr.de](file:///C%3A%5CUsers%5Calle_is%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CMDPF9KI6%5Cisabel.aller%40dlr.de)

**Dr. Roland Bornheim** Tel: 0228 3821 1785 E-Mail: [roland.bornheim@dlr.de](file:///C%3A%5CUsers%5Calle_is%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CMDPF9KI6%5Croland.bornheim%40dlr.de)

Formal requirements:

The application must be submitted in English; a German summary in layman's terms is also required (see point 9). The total length of the application documents must not exceed 20 pages (Arial font, font size 11 pt, 1.5 line spacing, margins at least 2 cm).

Below you will find a sample template for the applications. Please delete the notes in italics from your application before submitting it.

I. Project Description

# General Information

## 1.1 Akronym und Titel

*Acronym and title of the project*

## 1.2 Institution/s

*Contact details of the applicant organisation*

*- Organisation*

*- Postal address*

*- Telephone number*

*- e-mail address*

## 1.3 Principal Investigator

*- Title, first name and surname*

*- Institute, Department*

*- Postal address*

*- Telephone number*

*- E-mail address*

## 1.4 Project duration (months)

*Maximum 36 months*

## 1.5 Cost

*How much financing do you need for the project (in euros)? Please enter the total net amount.*

## 1.6 Executive summary (English)

*Brief description of the planned project (max. 1600 characters): Explain the main objectives, the expected results and their benefits as well as the methodological approach. Please avoid abbreviations.*

## 1.7 Key words

*Please provide at least three and no more than five keywords.*

# Aims

## Objectives of the project

*Please provide a brief overview of the objectives of the research project, particularly in relation to the research area and the central research problem.*

# Relevance and Innovation

*Please describe the relevance of the project and the extent to which the project goes beyond the current international state of research (innovative content of the project).*

# State of the art, Preliminary Data and Infrastructure

*Please provide information on the state of the art in science and technology in the research area of the project (e.g. literature and patent research) and if the project has already been the subject of other research or development. Please provide details of the available project-related infrastructure and resources (e.g. established methods, equipment, material or databases).*

# Own preliminary work

*Please describe your own previous work and data relevant to the project.*

*Briefly describe the technical expertise and relevant work of the project manager and any project partners involved. List your project-relevant publications from the last 5 years (maximum 5).*

# Work Programme

## 4.1 Work Programme

*Please describe the planned work programme. The work programme should be divided into work packages. The work packages should be assigned to the milestones (point 5). The individual work packages must be presented in a coherent and consistent manner.*

## 4*.2 Optional: Capacity building*

*If you are applying for capacity development activities in the project, please describe*

* *the planned capacity building activities and their relevance for achieving the objectives of the application;*
* *the researchers who will benefit from the measure and the added value for their scientific training/profiling;*
* *the added value that would be generated for your institution or the state of Baden-Württemberg if the programme were implemented.*

# Milestone Plan

*Please define binding milestones for your project every six months with assignment to the work packages and, if applicable, to the project partners.*

|  |  |  |
| --- | --- | --- |
| **Milestone** | **Description** | **Month** |
| 1 |  | 6 |
| 2 |  | 12 |
| 3 |  | 18 |
| 4 |  | 24 |
| 5 |  | 30 |
| 6 |  | 36 |

# Financial Plan

***Eligible project costs:***

*Financing includes personnel, material and travel costs. In the case of co-operations, there must be a clearly separated financing plan that clearly shows which posts and are earmarked for each partner. In exceptional cases and with appropriate justification, investment costs in the form of depreciation over the duration of the project can also be financed.*

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

* *Personnel costs with indication of the value. Please use the following values (based on a full-time position): Postdoc: €88,200/a; PhD student: €81,600/a; Technical assistant: €60,000/a;*
* *Material costs (small equipment, consumables);*
* *travelling expenses*
* *Overview of total costs.*

***Optional: Project-related capacity building:***

*In addition to the above maximum eligible project costs, applicants can apply for additional capacity building costs per project.*

* *Researcher mobility: €10,000 or*
* *Workshops/hackathons: €20,000.*

*The modalities can be found in the call text.*

*Please justify the budget requested for each item (personnel costs, material costs, travel costs, costs for capacity building if applicable). Subcontracts should be clearly labelled and should not account for more than 20% of the total costs. Please also note the other information on subcontracts in the tender text.*

# Exploitation, Future Impact and Application Potential

*Please describe the future prospects and exploitation possibilities of your project results and their integration into the strategic profile of the university or non-university research institution as well as their significance for the scientific positioning of the university or research institution and the Baden-Württemberg research landscape. Please state if there are to your knowledge already intellectual property rights or applications for intellectual property rights that would prevent the results from being exploited.*

# German Summary

*Please describe the planned project briefly and in a way that is easy to understand in German [max. 1,600 characters]. The summary should include the research topic, the project goals and relevance, as well as the future effects and potential uses.*

*If the application is selected for financing, the text will be used for public relations work by the Baden-Württemberg Stiftung. The summary should therefore be formulated in such a way that it is also understandable to third parties (‘interested laypersons’) without compromising any scientific publications or property rights. Please avoid the use of abbreviations.*