**Application form for the internal research funding of the German Sport University (GSU) for call No. 4**

**Requested Layout:** margin: 2,5 cm, font: Arial, 11p, 1,15 line spacing

**Structure**

1. **General information**
   1. Call No. (For Call No. 2 project or initial funding)
   2. Title of the project
   3. Name of applicant
   4. Institute/Department
   5. Contact
   6. Official position and (in case of a limited contract) contract duration

***Additional for applications for cooperations:***

* 1. Introduction of the cooperation partner (national or international)

***If an application for funding of the project presented here has been submitted to another organization/institution and/or another funding line or overlaps with another project, additionally:***

1.11 Indication of funding organization and date of submission

1.12 Brief explanation of the overlap (e.g.same subject pool, same data material, same research design, related sub-studies, etc.).

1. **Information about the research project**

**(max. 7 pages)**

* 1. Abstract (1/2 page)
  2. Project description
     1. Current state of research
     2. Objective(s)
     3. Relevance for basic and/or applied sciences in the field of sport sciences
     4. Work programme (methods & model, if applicable, explanation about number of cases and statistics)
     5. In case of applying for the module internationalisation: Presentation of the added value of the internationalisation activity for the project, concretisation of the activities with the cooperation partners, integration into the work programme.
     6. Data handling (e.g. provision of raw data, possibilities for subsequent use by other researchers/public, publication in freely accessible or restricted repositories)
     7. In case of applying for the module open access the respective publication organ needs to be stated.
     8. Significance of gender and diversity in the planned research project (please refer to the information provided by the DFG: <https://www.dfg.de/foerderung/grundlagen_rahmenbedingungen/vielfaeltigkeitsdimensions/index.html> and the DFG checklist at : <https://www.dfg.de/download/pdf/foerderung/grundlagen_dfg_foerderung/vielfaeltigkeitsdimensions/checkliste.pdf>
  3. Timetable and cost schedule
     1. Timetable
     2. Cost schedule incl. justification[[1]](#footnote-1) (i.a., with explicit indication of the requested costs for the modules internationalisation and open access)

Template cost schedule (incl. examples)

|  |  |  |  |
| --- | --- | --- | --- |
| Description | Explanation | In-house contribution | Amount requested |
| *Material* |  |  |  |
| e.g. Ergometer Exercise Bike |  | x |  |
| e.g. Participants | e.g. 80 participants à 20€ (2 hours à 10€) |  | 1.600,00 € |
|  |  |  |  |
|  |  |  |  |
| *Staff* |  |  |  |
| e.g. WMA | e.g. 12 months with 50% |  |  |
| e.g. WMA | e.g. 6 months with 8h/week |  | 2.817,48 € |
|  |  |  |  |
|  |  |  |  |
| *Travel costs* |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Total amount |  |  | e.g. 4.417,48 € |

*x = Is already available and can be used within the scope of the study.*

1. ***Person-based data***
   1. Outline of the research perspective concerning content and time. Description of relevance of the project for the own scientific career
   2. If applicable, proof of preliminary achievements, content wise and/or structurally provided (i.e. publications, internships)
2. **Appendix**
   1. Reference list
   2. Curriculum vitae (table format, incl. prizes, awards and raised third-party funds)
   3. Completed form “[Confirmation of director of institute](https://www.dshs-koeln.de/fileadmin/redaktion/Forschung_und_Transfer/Forschungsservicestelle/Ausschreibungen_hochschulintern/2023/Besta__tigung_Institut_und_Betreuung_final.pdf)”
   4. Completed form „[Datenschutz und Verpflichtungen](https://www.dshs-koeln.de/fileadmin/redaktion/Forschung_und_Transfer/Forschungsservicestelle/Ausschreibungen_hochschulintern/2021/Erkla__rung_Datenschutz_Verpflichtungen_DSHS_Ko__ln.pdf)“ (privacy and declarations)
   5. Copy of the last university degree certificate
   6. List of publications

***Additional for cooperations***

4.7 Letter of intent for the cooperation of the international or national partner

1. An overview of the remuneration of research assistants and the costs to be applied for this can be found on the intranet (please use amount from the column "Institutional load”): <https://intranet.dshs-koeln.de/fileadmin/redaktion/Intranet/Formulare_A-Z/Verguetung_Hilfskraefte_ab_01.04.2024.pdf> ; from January 2025 [here](https://intranet.dshs-koeln.de/fileadmin/redaktion/Intranet/Formulare_A-Z/Verguetung_Hilfskraefte_ab_01.01.2025.pdf) and from April 2025 [here](https://intranet.dshs-koeln.de/fileadmin/redaktion/Intranet/Formulare_A-Z/Verguetung_Hilfskraefte_ab_01.04.2025.pdf).

   Information about calculation of congress travel costs: congress travel costs can be fully charged. For country-specific rates (Auslandstagegeld und Auslandsuebernachtungskosten) please comply with the Auslandskostenerstattungsordnung <https://recht.nrw.de/lmi/owa/br_text_anzeigen?v_id=4320100108100336223> . In case of an application for financial means for the initiation of an international cooperation: please calculate these costs according to the DFG lump sums “cooperation-initiation” (DFG-Pauschalsätze „Kooperationsanbahnung“), refer to the DFG program for the initiation of a cooperation: <https://www.dfg.de/foerderung/programme/inter_foerdermassnahmen/aufbau_internationaler_kooperationen/index.html> [↑](#footnote-ref-1)