**Application form for the internal research funding of the German Sport University (GSU) for call No. 1**

**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
	7. Study course or doctoral subject
	8. Mentor of the project (professor or postdoc)

***Additional for a group application:***

* 1. Introduction of the project group and reason for collaboration (all members should be eligible to apply)

***Additional in case of applying for funding for this project from a third party:***

* 1. Name of the third party and date of funding application

***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. Data handling (e.g. publication, congress, foreign exchange) and efficient reuse possibilities for other scientists (project symposium (in-house), public storage systems)
		6. 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)

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. Certificate of enrolment of GSU
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/user_upload/Kalkulationstabellen_Hilfskraefte_01.01.2023_Fassung_Intranet.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> . [↑](#footnote-ref-1)