

FOOD AND NUTRITION

# Life Sciences Call 2012



W|W|T|F

WIENER WISSENSCHAFTS-,  
FORSCHUNGS- UND TECHNOLOGIEFONDS

**Proposers' Day, 19 January 2012**

Michael Hofer, Daniela Frischer

# 1. About WWTF

„We are strengthening top scientific research in Vienna.“

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## WWTF: Distinctive Features

- The only larger Austrian private non-profit organisation established to promote science and research
- According to our statutes: funding research of highest quality in Vienna | founded in 2001 | funding since 2003
- Close coordination with Viennese RTD policy/ initiatives
- Financial resources originating from the „Privatstiftung zur Verwaltung von Anteilsrechten“
  - About 7-10 mio. € p.a. funds at disposal
  - 2003-2011 ≈ 78 mio. €
- Programme Management for City of Vienna
  - About 5 mio. € p.a. funds at disposal

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# WWTF Mission: **Strengthening Top Scientific Research in Vienna**

- We fund **top scientific research in Vienna...**
  - ... to support Vienna as metropolis of science & research
  - ... according to highest international standards
- We provide **substantial funding...**
  - ... for multi-annual larger research projects at Vienna Home Institutions
  - ... to bring Science Chairs and Research Group Leaders from abroad to Vienna
- We run **competitive Calls...**
  - ... leading to a tough competition for funding
  - ... with an average success rate of about 20%

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# WWTF: The Organisation

- **Board of Directors:** decision-making body
  - M. Häupl (president), B. Görg (vice-president), G. Mayr, F. Zwickl, R. Schroeder and H. Engl
- **Advisory Board:** advising the board of directors
  - 15 Viennese scientists
  - 10 representatives of economy / society / politics
  - Chairman: T. Oliva
- **WWTF Office:** managing funding activities
  - M. Stampfer (managing director), 4 programme managers, 1 controlling, 1.5 administrative

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# Thematic Programmes | Competitive Calls

- Thematic programmes according to Vienna strengths
  - Life Sciences (\*2003)
  - Mathematics *and ...* (\*2004)
  - SciENCE for Creative Industries/ Cognitive Sciences (\*2004)
  - Information and Communication Technology (\*2008)
  - Social Sciences and Humanities (\*2008, City of Vienna Funds)
  
- Competitive calls within thematic programmes
  - Scientific Projects
  - Science Chairs
  - Vienna Research Groups (\* 2010, City of Vienna Funds)

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# Funding Instruments

- **Project funding**
  - Funding of scientific research projects
  - Minimum 200 k€ funding volume, 2-4 years duration on average 500 k€ funding volume
- **Science Chairs**
  - Getting excellent people from outside to Vienna
  - Up to 1.5 mio. € funding volume, 5 years duration
- **Vienna Research Groups for Young Investigators**
  - Up to 1.5 mio. € per group for outstanding young scientists to build up their first group, 6 - 8 years duration

## 2. Life Sciences Call 2012 „Food and Nutrition“

„Aim at advancing a rigorous understanding of nutrition and its implications on humans and animals.“

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## Focus and **Key Facts** (I)

- The first project call “Life Sciences – Food and Nutrition” of WWTF addresses
  - Universities and non-university research institutions as well as scientists and researchers in Vienna, including researchers moving to Vienna as a result of this call,
  - that would like to investigate a multi-annual (2-4 years) scientific research project building on a clear hypothesis.

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## Focus and **Key Facts** (II)

- Proposals must address **substantial scientific research questions** that aim at advancing a rigorous understanding of nutrition and its implications on humans and animals.
- Proposals addressing scientific research questions with **clear implications on food and feed safety, security and quality** are also eligible.
- The **impact on public health** and **practical implications for human and animal patients and individuals at risk** are an important rationale for the call.

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## Focus and **Key Facts** (III)

- In total 3 mio. € are dedicated for this call.
- Funding range per project is 200,000 to 500,000 €.
- **Young** (according to academic age, starting at Postdoc level) and **female scientists** are especially encouraged to apply and act as Principal Investigators.
- Proposals can be submitted until 31 May 2012, 2pm.
- Decisions will be made in November 2012.

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## Expected Project **Characteristics** (I)

- **Well-defined scientific research program** in the field of Life Sciences
- **Hypothesis driven** aiming at advancing a rigorous understanding of the implications of human or animal nutrition
- Catalogue of **sound methods** to address the research questions.
- Proposing team of researchers must document **solid scientific track record** according to academic age
- Include a clear statement on the perspective for medium term economic and/or social benefits

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## Expected Project **Characteristics** (II)

- Project must be **affiliated to a Viennese Home Institution (university, research organisation)**
  - project partners can be based worldwide
- No industry involvement is required
  - No funding for industry partners can be provided
- Typically requested funding 200,000 € to 500,000 €

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# International Dimension of Projects

- **Principal Investigator** must have a Viennese Home Institution where project is affiliated
  - Includes researchers moving to Vienna with Viennese affiliation and work place in case of funding
- **Partners** may be based worldwide and may receive funding of up to 20% of total volume applied for

*Note: Partners outside Vienna are an option – neither a must nor a formal criterion. Goal is to support scientific cooperation.*

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# WWTF Evaluation Process (I)

## 1. Formal eligibility check by WWTF staff

- Submitted before deadline | Minimum funding 200 k€
- Authorized signatures | Complete proposal
- If not → Proposal will be **rejected for formal reasons**

## 2. First qualitative screening by jury

- Is proposal within the core of the Call?
- Does proposal meet international quality standards?
- If not → Proposal will be **C-listed by the jury**

*Applicants will be promptly informed about rejections in 1. or 2.*

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## WWTF Evaluation Process (II)

3. Remaining proposals undergo **written peer review**
  - at least two **expert peers strictly from abroad**
4. **Jury meeting** in Vienna
  - Most significant step in the assessment
  - Comprehensive evaluation of all proposals on basis of written peer reviews and the jury's own expertise
  - resulting in a recommendation “to be funded” or “not to be funded” for each proposal
5. **Formal funding decision** by the WWTF Board of Directors

*Applicants will get anonymized reviews after funding decision.*

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# International Scientific Expert Jury

- **WWTF Advisory Board forms a working group**
  - Nominates strictly international jury members
- **Scientific expert jury will be broadly composed**
  - Covering various fields within „Food and Nutrition“
  - Core of the jury will be established before submission deadline (for organizational reasons)
  - Additional jury members will be added as required after the submission deadline
  - About 8-10 strictly international jury members

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# Funding Criteria to be considered by Peers and Jury (I)

- **Excellence of the project**, methods and theoretically led approach
  - project must demonstrate internationally competitive quality
- **Major challenges in “Food and Nutrition” addressed with project**
  - clear focus must be on furthering the state-of-the-art

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# Funding Criteria to be considered by Peers and Jury (II)

- **Competences of applicants**
  - Track record of the main persons according to academic age is part of the assessment
- **Appropriateness of resource planning**
  - Human and financial resources and work plan in accordance with proposed project contents
- **Potential benefit/ commercialisation perspective**
  - Common criterion in all WWTF calls

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# Top Scientific Quality

- Generally, applicants for funding as well as the submitted project proposals need to be characterized by **top scientific quality**.
  - Additionally, as **secondary criteria**, WWTF wants to especially encourage women and young researchers to apply for funding and to act as principal investigators.
  - **This means that in case there are more top quality proposals than funding available, those top proposals with women and young researchers as principal investigators will be favored.**

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## In Case of Funding ...

- **Formal Funding Contract** is made between WWTF and Home Institution of Principal Investigator ( § 27 for Univ.)
  - PI has full scientific and financial responsibility
- Projects can start shortly afterwards (Jan 2013)
  - Must start no later than 6 months after funding decision
- During project duration
  - WWTF pays funding rates half a year in advance to PI Home Institution | PI responsible for distribution to partners
  - PI delivers annual short reports to WWTF
  - Site visit by WWTF
- After project has ended
  - Comprehensive final report
  - Ex-post evaluation by international peers („Evaluation Day“)

### 3. Do's and Dont's

„Good scientific practice already at the proposal stage.“

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# Important Issues

- **WWTF-projects are § 27-projects (Universities)**
  - Authorization of university/ scientific institution is mandatory, institution is contract partner in case of funding
  - Signatures of authorized persons are mandatory
  - Be aware of internal arrangements and regulations
  - Separate project account or SAP No.
  - Everybody employed with **fair contract | max 100%**
- **Who signs where?**
  - Principal investigator and Project Core Team sign affirmations
  - Home / Affiliating institution of PI and Core Team sign authorization

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## Project Related Costs – Personnel

- Minimum payment according to FWF standards/  
Kollektivvertrag (appropriateness / comparability)  
[www.fwf.ac.at/de/projects/personalkostensaetze.html](http://www.fwf.ac.at/de/projects/personalkostensaetze.html)
- Projects start in 2013, calculate 2012 standards + 3%
- Personnel Categories:
  - „**Senior Personnel**“: highly qualified scientists, in most cases already employed by home institution
  - „**Post Doc**“ or equivalent qual., incl. Senior Postdocs
  - „**PhD student**“ or equivalent qualification
  - „**Diploma student**“: Bachelor or Master students
  - „**Office/Technician**“: office staff or technical staff share directly related to project, needs to be justified

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## Further Project Related Costs

- **Equipment** necessary for project
  - WWTF does not fund general infrastructure but pro rata depreciation rates for project duration are possible
- **Materials** are consumables and small devices up to 1.5k€
- **Travelling costs** incurred for attending project related scientific events
- **Publication costs** include patent filing costs and costs for open access publications
- **Workshops/ Conferences** costs incurred for organisation of scientific events
- **Other Costs:** Only project related costs

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# Overhead Costs

- WWTF pays maximum of 20% overhead as a flat rate
- Overhead (“indirect costs”) = (direct costs)\*0.2
- Be aware of overhead regulations of involved institutions!

## 4. Formalities of Writing a Proposal

„English | Concise | Electronic“

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# Formalities of Writing a Proposal

- Assessment by international peers & jury  
⇒ proposals must be written in **English**
- Costs and financing in **thousands of Euro (k€)**
- Complete proposal should not exceed 40 pages
  - no more of 15 pages for appendix
  - please write precisely and to the point
- Online submission system must be used:  
<https://funding.wwtf.at/>
- For upload only PDF-files are accepted

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# 1. Project Summary

(about 1-2 pages, online form)

- Title, Keywords, Project duration
- Names and contact details of Principal Investigator (PI), Co-PI (if applicable) and Core Project Team
- **Scientific abstract in English**
  - will be the first thing jury members and peer reviewers read
- **General description in German**
  - will only be used by WWTF for public relations work in case of funding, will not be visible on printout
- Excluded peers: up to three names, not visible in proposal
- *Note: Project number and requested funding will be automatically filled*

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## 2. Research Project

(about 10-15 pages, *upload PDF-file*)

- State of the art and scientific challenge
- Research question(s), hypotheses and objectives of the project
- Methodological approaches
- Work plan
- Prospective benefits
- Measuring project success
- References
- *Note: Template available for download*

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## 3. Project Team

(about 2-3 pages, *online form*)

- Role and responsibilities in the project
- Specific competences for the project
- Staff category
- Average yearly time commitment
  - *Automatically filled from „4. Project Budget“*
- Gender management policy
- Human resources development
  
- *Note: additional persons may be added here to the „core project team“*

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## 4. Project Budget

(about 3-4 pages, *online form*)

- Explanation of cost planning
- Table 1. Planning of personnel costs
  - Funding source: WWTF | in-kind | in-kind & WWTF
  - Average yearly time commitment | Y1 salary
- Table 2. Planning of project related costs for equipment, materials, travelling, publications, organization of workshops/ conferences/ ..., and other project related costs (per institution)
- Table 3. Total funding applied for per involved institution including max. 20% overhead
- Overhead policy | Disclosure funding applications

# Offline Cost Planning Tool: Excel Tables

WWTFCostPlanningTool.xls [Kompatibilitätsmodus] - Microsoft Excel

Start Einfügen Seitenlayout Formeln Daten Überprüfen Ansicht

Calibri 11 Standard

B1

|    |  |                                   |  |               |               |               |                                  |                                |                 |                 |                 |                                 |                           |
|----|--|-----------------------------------|--|---------------|---------------|---------------|----------------------------------|--------------------------------|-----------------|-----------------|-----------------|---------------------------------|---------------------------|
| 1  | <b>Name of Institution #1:</b>   |                                   |  |               |               |               |                                  |                                |                 |                 |                 |                                 |                           |
| 2  | <b>WWTF Call:</b>  |                                   |  |               |               |               |                                  |                                |                 |                 |                 |                                 |                           |
| 3  | <b>Proposal Title:</b>   |                                   |  |               |               |               |                                  |                                |                 |                 |                 |                                 |                           |
| 4  | <b>Responsible Person:</b>   |                                   |  |               |               |               |                                  |                                |                 |                 |                 |                                 |                           |
| 5  |  |                                   |  |               |               |               |                                  |                                |                 |                 |                 |                                 |                           |
| 6  | <b>Planning of Personnel Costs (to be funded by WWTF):</b>               |                                   |  |               |               |               |                                  |                                |                 |                 |                 |                                 |                           |
| 7  | <i>choose from drop down menu</i>  | <i>choose from drop down menu</i> | <i>average yearly time commitment (0-100%)</i> |               |               |               | <i>value for 100% employment</i> | <i>calculated annual costs</i> |                 |                 |                 | <i>WWTF funding applied for</i> | <b>Personnel Category</b> |
| 8  | <b>Staff category</b>  | <b>Funding Source</b>             | <b>Year 1</b>                                  | <b>Year 2</b> | <b>Year 3</b> | <b>Year 4</b> | <b>Year 1 Salary</b>             | <b>Y1 costs</b>                | <b>Y2 costs</b> | <b>Y3 costs</b> | <b>Y4 costs</b> | <b>Sum</b>                      |                           |
| 9  | Name 1   |                                   |  |               |               |               | €0                               | €0                             | €0              | €0              | €0              | €0                              | Senior Personnel          |
| 10 | Name 2   |                                   |  |               |               |               | €0                               | €0                             | €0              | €0              | €0              | €0                              | Post Doc                  |
| 11 | Name 3   |                                   |  |               |               |               | €0                               | €0                             | €0              | €0              | €0              | €0                              | PhD Student               |
| 12 | Name 4   |                                   |  |               |               |               | €0                               | €0                             | €0              | €0              | €0              | €0                              | Diploma Student           |
| 13 | Name 5   |                                   |  |               |               |               | €0                               | €0                             | €0              | €0              | €0              | €0                              | Office/Technician         |
| 14 | Name 6   |                                   |  |               |               |               | €0                               | €0                             | €0              | €0              | €0              | €0                              |                           |
| 15 | Name 7   |                                   |  |               |               |               | €0                               | €0                             | €0              | €0              | €0              | €0                              | <b>Funding source</b>     |
| 16 | Name 8   |                                   |  |               |               |               | €0                               | €0                             | €0              | €0              | €0              | €0                              | WWTF                      |
| 17 | Name 9   |                                   |  |               |               |               | €0                               | €0                             | €0              | €0              | €0              | €0                              | in-kind                   |
| 18 | Name 10  |                                   |  |               |               |               | €0                               | €0                             | €0              | €0              | €0              | €0                              |                           |
| 19 |  |                                   |  |               |               |               |                                  |                                |                 |                 |                 | €0                              |                           |
| 20 |  |                                   |  |               |               |               |                                  |                                |                 |                 |                 |                                 |                           |
| 21 | <b>Planning of Further Project Related Costs (to be funded by WWTF):</b> |                                   |  |               |               |               |                                  |                                |                 |                 |                 |                                 |                           |
| 22 | <i>describe in words</i>   | <i>choose from drop down menu</i> | <i>average yearly amount (0-100%)</i>          |               |               |               | <i>value for 100% of costs</i>   | <i>calculated annual costs</i> |                 |                 |                 | <i>WWTF funding applied for</i> | <b>Cost Categories</b>    |
| 23 | <b>Description</b>   | <b>Cost category</b>              | <b>Year 1</b>                                  | <b>Year 2</b> | <b>Year 3</b> | <b>Year 4</b> | <b>Total Cost of Item</b>        | <b>Y1 costs</b>                | <b>Y2 costs</b> | <b>Y3 costs</b> | <b>Y4 costs</b> | <b>Sum</b>                      |                           |
| 24 | Item 1   |                                   |  |               |               |               |                                  | €0                             | €0              | €0              | €0              | €0                              | Equipment                 |
| 25 | Item 2   |                                   |  |               |               |               |                                  | €0                             | €0              | €0              | €0              | €0                              | Materials                 |
| 26 | Item 3   |                                   |  |               |               |               |                                  | €0                             | €0              | €0              | €0              | €0                              | Travelling                |
| 27 | Item 4   |                                   |  |               |               |               |                                  | €0                             | €0              | €0              | €0              | €0                              | Publication Costs         |
| 28 | Item 5   |                                   |  |               |               |               |                                  | €0                             | €0              | €0              | €0              | €0                              | Workshops/ Confer         |
| 29 | Item 6   |                                   |  |               |               |               |                                  | €0                             | €0              | €0              | €0              | €0                              | Other                     |
| 30 | Item 7   |                                   |  |               |               |               |                                  | €0                             | €0              | €0              | €0              | €0                              |                           |
| 31 | Item 8   |                                   |  |               |               |               |                                  | €0                             | €0              | €0              | €0              | €0                              |                           |
| 32 | Item 9   |                                   |  |               |               |               |                                  | €0                             | €0              | €0              | €0              | €0                              |                           |
| 33 | Item 10  |                                   |  |               |               |               |                                  | €0                             | €0              | €0              | €0              | €0                              |                           |
| 34 |  |                                   |  |               |               |               |                                  |                                |                 |                 |                 | €0                              |                           |
| 35 |  |                                   |  |               |               |               |                                  |                                |                 |                 |                 |                                 |                           |

Institution #1 Institution #2 Institution #3 Institution #4 Total Funding Volume

Bereit 100%

APPLIED FUNDING = "4. PROJECT BUDGET"



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## 5. Affirmations and Authorization

(2 pages, *online form*)

- **Affirmations**

- Signatures by PI, Co-PI (if applicable), and Core Project Team Members

- **Authorization**

- Signatures of authorized person(s) of involved institutions of PI, Co-PI (if applicable) and Core Project Team Members
- Original authorized signatures needed on paper!
- Consider the internal rules of institutions (overhead, etc.)

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## 6. Appendix

(max. 15 pages, *upload of PDF files*)

In total about 15 pages:

- 2 pages per Biographical Sketch
  - PI, Co-PI (if applicable), Project Core Team Members
  - Must include project relevant track record!
  - [see “Guide for Writing a Proposal”]
- Any other documents

***All appendix files must be uploaded in PDF format!***

*PDF files must be compatible to PDF/A i.e. PDF Version 1.4*

# WWTF Online Submission System

## <https://funding.wwtf.at/>

**SUBMISSION SYSTEM** WIENER WISSENSCHAFTS-, FORSCHUNGS- UND TECHNOLOGIEFONDS **W|W|T|F**

■ [home](#) ■ [login](#) ■ [registration](#)

**Welcome to the online submission system of the Vienna Science and Technology Fund!**

Within this application you can create and submit proposals for funding to all **Project Calls** and also to **Calls for Vienna Research Groups for Young Investigators**. To get started kindly read the following document [How to Use WWTF's Online Submission System](#) and register / login to our submission system. You have to register only once for the system. Afterwards you can login and choose the call of your interest to create and submit a proposal.

Currently we are running the following calls:

- [Information and Communication Technology Call 2012](#)

For the following calls the submission period recently expired:

- [Vienna Research Groups for Young Investigators](#)

When preparing a proposal, kindly use the [WWTF Guide for Writing a Proposal](#) that is available for each Call.

**Note 1:** The basis for all Calls with funding dedicated from WWTF are the WWTF Guidelines for Funding (in German) valid from January 1, 2011.

**Note 2:** Funding programs run on behalf of the City of Vienna, such as the **Social Sciences and Humanities Programme** and the **Vienna Research Groups for Young Investigators** are subject to special funding guidelines: SSH Guidelines for Funding (in German), VRG Guidelines for Funding (in German).

If you have any questions please don't hesitate to contact us at [office@wwtf.at](mailto:office@wwtf.at) or ++43-1-4023143.

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# How to Use WWTF's Online Submission System

- 1. Register** with e-mail address and your name
  - Password will be sent to you by e-mail
- 2. Log in**, choose your call, and create a new proposal
- 3. Write your proposal**
  - Fill in requested information in online forms
  - Upload requested files in PDF format only
  - PDF files can be generated and printed for signing anytime
- 4. Submit proposal**
  - button active only after all requested information is complete
  - after submission no changes possible
  - one comprehensive PDF file with header and footnotes will be automatically generated | project number assigned

▪ home ▪ my proposals ▪ **edit proposal** ▪ my data depot ▪ logout

Please fill in all parts of the proposal and upload required documents.

As long as you can see red questionmarks  there is still some requested information missing. The green checkmark  indicates that the respective part is complete.

When all parts are complete you will be able to submit your proposal by clicking the button below: "submit proposal". Please be aware of the impossibility to make any changes afterwards.

### Proposal: unnamed project

- 1. Project Summary 
- 2. Research Project 
- 3. Project Team 
- 4. Project Budget 
- 5. Affirmations and Authorization 
- 6. Appendix 

submit proposal (available after completion)

## Life Sciences Call 2012

### Food and Nutrition

save changes

### 1. Project Summary

#### Basic Information

|                                 |  |
|---------------------------------|--|
| Project number:                 | will be set automatically after submission |
| Project title: *                | <input type="text"/>                       |
| Keywords: *                     | <input type="text"/>                       |
| Project duration (2-4 years): * | <input type="text"/>                       |
| Requested funding (in k€):      | will be calculated in Part 4               |

#### Principal Investigator

|                               |                      |   |
|-------------------------------|----------------------|---|
| Name: *                       | <input type="text"/> |                                      |
| Home institution: *           | <input type="text"/> | « please select if recently entered  |
| Institute/Department/Group: * | <input type="text"/> |   |

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# Complete Proposal: Electronic & Paper

## 1. Electronic submission of all documents

- using WWTF's online submission system
- Firm deadline: Thursday May 31, 2012 at 2 pm

## 2. Bound paper copy submission of all documents (including authorized signatures)

- Personally at the WWTF office (**Schlickgasse 3/12, 1090 Wien**) during office hours on May 31, 2012 at the latest  
OR
- By mail, date of post stamp no later than May 31, 2012

*Electronic and hardcopy MUST BE identical!*

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# How to Make You and Your Peers Happy

- Write proposal precisely and to the point (max. 40 pages)
- Write proposal in English
- Use the provided online forms
- Excel tables are for cost planning purposes only – transfer numbers to online forms!
- Keep your appendix concise (max. 15 pages)
  - 2 pages per biographical sketch only
- Have the authorized signatures at the right places
  - PI + Project Core Team → affirmations
  - PI Home + Project Core Team Institutions → authorization
- Submit before deadline Thursday May 31, 2012 at 2 pm

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## Schedule of WWTF Call 2012

- Feb 1, 2012: Call starts, submission system open
- **May 31, 2012, 2pm: Deadline for submission**
- Jun-Sep 2012: International peer review
- Oct 2012: Jury meeting/ **Funding Recommendation**
- Nov 2012: WWTF Board Meetings/  
**Formal Funding Decision**

*Only afterwards WWTF can inform you about outcome*

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## Advice and Contact

- Guide for Writing a Proposal
  - available online at [www.wwtf.at](http://www.wwtf.at) (with call start)
- Personal consultation
  - Michael Hofer  
michael.hofer@wwtf.at  
Tel.: 01 / 402 31 43 – 19
  - Daniela Frischer  
daniela.frischer@wwtf.at  
Tel.: 01 / 402 31 43 – 15
- **WWTF address: Schlickgasse 3/12, 1090 Wien**