# WWTF

VIENNA SCIENCE AND TECHNOLOGY FUND

WIENER WISSENSCHAFTS-, FORSCHUNGS- UND TECHNOLOGIEFONDS

> WIR STÄRKEN EXZELLENZ AM STANDORT WIEN

> > WE STRENGTHEN VIENNA'S EXCELLENCE IN RESEARCH

# **Digital Humanism Call 2020**

### Full Proposals - 9. December 2020, 10:00-12:00



WWTF Michael Strassnig Donia Lasinger

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### Agenda and Rules for Q&A

### Presentation Digital Humanism Call 2020 (about 45min)

- Submission of Full Proposals
- Q & A
  - Due to time restrictions, it may not be possible to answer all questions. If so, please call or write us.
  - Slides will be available at www.wwtf.at
  - For further questions during writing the proposal, please write us an email and call us!

### **Short Proposal Phase**

- 99 submissions  $\rightarrow$  26 admitted for full proposal phase
- Besides quality, main reasons for rejection:
  - Lack of interdisciplinarity (SSH research <u>+</u> ICT research)
  - Digital humanities proposals
  - ICT only us as tool for .... / development of tools in the centre of the project
  - Narrow scope and no connection to the bigger picture of Digital Humanism

### Feedback from the jury for the full proposals

- An accurate description on the methodologies employed (what you are going to do and how?)
- Avoidance of very disciplinary jargon to better address a mixed jury (and reviewers) from SSH and ICT.

### Deadline for the submission of the full proposals

• January 28, 2021, 2pm CET

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### **Timeline II: After the deadline**

#### Full Proposal Formal check (WWTF)

#### **Peer Review-Process**

- Applicants must suggest 5 reviewers → conflict of interest check by WWTF
- Applicant may exclude up to 3 reviewers (persons not institutions) (confidential)
- A minimum of two reviews per proposal
- · Reviews only by international reviewers

#### Jury meeting in May 2021

#### $\rightarrow$ Funding recommendation to boards

Reviews as basis for discussion

Main evaluation criteria:

- Scientific quality and innovativeness (including methods)
- Interdisciplinarity, collaboration, expertise and composition of the team
- Clarity of the approach and research questions
- Feasibility of the working plan
- Scope and relevance of the project
- Consideration of sex-specific or gender-related aspects

### **Timeline III: Funding Decision**

#### Decision

- Formal decision by the WWTF Board of Directors
- All applicants will receive a decision letter (rejections and acceptances) with anonymous reviews

#### **Funding Contract**

- WWTF Projects: Funding contract is between WWTF and the coordinator's host institution (according to § 27 of the 2002 University Law)
- Joint Projects: Funding contract is between WWTF and the coordinator's host institution (according to § 27 of the 2002 University Law) and host institution of the Lower Austrian Co-PI
- Coordinator has scientific and financial responsibility for the project
- Project start by December 2021 at the latest

Our objectives in regard to gender equality are:

- to implement gender-neutral processes
- raise awareness of gender bias (applicants, reviewers, panels)
- use evaluation criteria that account for career breaks and atypical career paths e.g. due to family circumstances

Differentiate between:

- Gender-balance in the research team
- Gender dimension in the research content

### **Gender-balance in the research team – Why? (II)**

- Gender balanced teams lead to diverse approaches to knowledge creation and increase the spectrum of ideas and insights which broaden and vastly improve the chances of producing breakthrough discoveries and innovation
- Emphasizing the importance of gender balanced teams by making it part of the evaluation process
- Encouraging more female researchers to apply as PIs and Co-PIs (leading positions) of research projects
- Balance means both: equal share of women and men

### Gender in research content – Why? (III)

- New criterion: Inclusion of potential sex-specific or genderrelated aspects in the respective parts of the proposal
- Studies show that consideration of sex, gender and diversity has the potential to make research more ethically sound, more rigorous and more useful
- There are research projects in which sex and/or gender may not be relevant in terms of the research content (but this should be explained!)

### **Checklist - Research idea phase**

- If the research topic is societal and/or about humans, has the relevance of gender to the research topic been analysed?
- If the research outcomes (mid to long-term) may have impacts and effects on society - and thus possibly on gender – have they been considered in your research?
- If the research does not directly involve humans, are the possibly differentiated relations of men and women to the research subject sufficiently clear?
- Have you reviewed literature and other sources relating to gender differences in your research field?

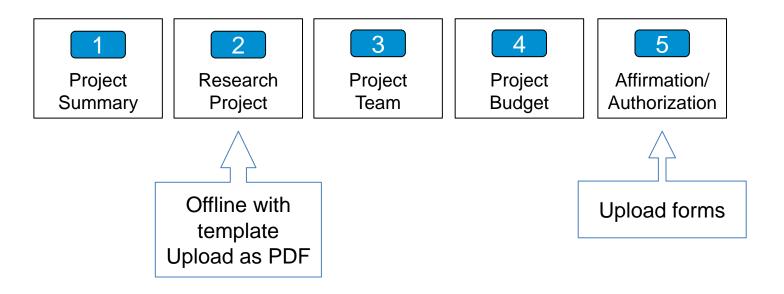
- Does the methodology ensure that (possible) gender differences will be investigated and accounted for: that sex/ gender differentiated data will be collected and analysed throughout the research cycle and will be part of the final publication?
- Does the proposal explicitly and comprehensively explain how gender issues will be handled?
- In case there is no potential sex and/or gender dimension to be considered, is this briefly addressed in the proposal?

### **Gender in research content – Examples**

- Useful resources for
  - case studies,
  - literature,
  - methods and
  - check lists
- <u>http://genderedinnovations.stanford.edu/</u> (English)
- <u>http://www.geschlecht-und-innovation.at/</u> (German)

### **Full Proposal Structure**

The full proposal consists of 5 parts:



### **Submission system: Project Summary**

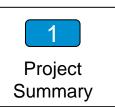


			1. Project Summary						
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			Main scientific discipline:	%	Other scientific discipline:	%	Other scientific discipline: %		
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### **Submission system: Peer reviewers**



### International researchers only!

Suggested peers:

	Name *	Email *	Expertise *	<u>ا</u>	
Suggested peer evaluator 1				2	
Suggested peer evaluator 2					Mandatory
Suggested peer evaluator 3					
Suggested peer evaluator 4				L L	
Suggested peer evaluator 5					
Excluded peers (optional):					
Excluded peer evaluator 1:					Optional
Excluded peer evaluator 2:				$\leq$	(persons not
Excluded peer evaluator 3:					institutions)

### WWTF will check for conflict of interest (collaborations / co-publications) and also employ other reviewers

### **Submission system**



2. Research Project Download "Research Project" (.docx) Upload Research Project * (max. 15 pages, PDF upload) Letters of Support	Download template	Upload research proposal as PDF once finished
Upload Letters of Support (PDF upload) Ethical approval We herewith confirm that for conducting the research ethical approval is not necessary. ethical approval by an ethics commission/institution regulations of our institution.		Nerform upload Only upload letters expressing clear commitment
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### **Submission system**



2. Research Project Download "Research Project" (.docx) Upload Research Project * (max. 15 pages, PDF upload) Letters of Support	Download template	perform upload	Upload research proposal as PDF once finished
Upload Letters of Support (PDF upload) Ethical approval We herewith confirm that for conducting the research associate ethical approval is not necessary. ethical approval by an ethics commission/institutional review regulations of our institution.		perform upload	Only upload letters expressing clear commitment
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### Template for Research Project: (max 15 pages incl. figures, images and tables)

Download template in submission system

Page numbers are indications, you can be flexible between chapters with text length. However, the omission of text parts may lead to negative impacts in the evaluation of the proposal

#### 1. Project description (about 4 pages)

- a. Subject of the research
- b. Relevance of the research topic: Please state for whom the research and its outcomes might be of relevance (within science but also beyond). To what discussion / problem does the research contribute?
- c. State-of-the-art, theoretical embedding of the research and key scientific challenges
- d. Research questions and/or hypotheses

# Include the *interdisciplinary aspects* arising from the collaboration between SSH & ICT where it is suitable in the text



#### 2. Objectives and expected outcomes (about 1 page)

- a. Objectives of the project
- b. Expected results and outcomes
- c. Dissemination plan (academic and non-academic) and stakeholder engagement: please specify in more detail how you will disseminate your research outcomes.

# Include the *interdisciplinary aspects* arising from the collaboration between SSH & ICT where it is suitable in the text

#### **3.** Innovativeness and relevance (about 2 pages)

- a. Innovative character and uniqueness of the proposal
- b. Contribution and relevance of the research to Digital Humanism. Description of the difference made due to the project

# Include the *interdisciplinary aspects* arising from the collaboration between SSH & ICT where it is suitable in the text



#### 4. Methodological approach (about 4 pages)

- a. Research methods (including considerations on interdisciplinary collaboration in the project): Specify and justify the methods used. Justify the empirical data used and how you are going to analyse them
- b. Research and work plan (including Gantt or flow chart): Please avoid too generic figures here, but provide depictions that display your work plan and the interaction of the work packages helping the jury and reviewers to understand your work process in the project.
- c. Feasibility and risk management/mitigation: Provide a short assessment of the feasibility of your approach. What are potential risky aspects in your research and how do you deal with it, if results fail to realize?
- 5. Potential sex/gender considerations (about 1/2 page)Innovative character and uniqueness of the proposal

In this section, please reflect sex/gender aspects of the research/topic itself and how you deal with the aspect in the project.

### **Research Project Structure (IV)**



- 6. Roles of personnel (about 1.5 pages)
  - a. Organisation of the interdisciplinary collaboration
  - b. Project management

The roles and competences of the involved researchers have to be specified in Section 3 in the online form.

#### 7. Key references (about 1.5 pages)

- Most relevant literature.
- Use a common reference style.
- Highlight (e.g. in bold face) a maximum of ten key publications representing the state of the art in the respective research area(s).
- Use a font size of 11pt. Line spacing must be between 1.3 and 1.5.

### **Submission system: Core Team Partners**



#### 3. Project Team

Concise description of the project responsibilities and competences of the project team members.

#### **Principal Investigator**

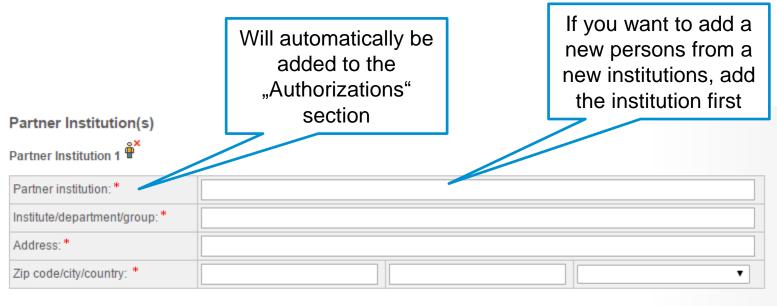
Profile of principal investigator and coordinator:

	Title:	First/given name(s):	Last name/surname:		
	Ms.	Elisabeth	Nagl		Roles and names
	Highest academic title:	Staff category:	Employment at current inst the time of submission of the proposal:		cannot be change
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Region *	<ul> <li>Vienna</li> <li>Lower Austria</li> <li>Other</li> </ul>				Select staff categor relevant for cost tab
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Address:	Schlickgasse 3/12				
Zip code/city/country:	1090	Wien	Austria	\$	
Telephone:	+431402314319				
E-mail:	elisabeth.nagl@wwtf.at				
Homepage of Institute/Research Group:	www.wwtf.at			1	
Personal Scientific Website:	www.wwtf.at				
Scientific Expertise (max. 80 characters)	Research Funding				Detailed information
Role and responsibilities within the project * (max. 500 characters including spacing)					core team
Specific competencies for the project *			/		
spacing)			,		Updated CV can b uploaded
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CV of Ms. Elisabeth Nagl *		Test_CV.pdf [ PDF, 25.57 KB ] 🗍			

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### **Submission system: Additional Institutions**





add Partner Institution

Additional partner institutions can be added (total max. 5)

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### Submission system: Additional persons

Additional persons	be a		nal persons (including N.N.) might	Additional persons working on the project can be
	Title: *	First/given name(s): *	Last name/surname: *	added
	Mr.   Year of birth: *	Highest academic title:	Date of doctorate: (dd.mm.yyyy)	
		Finished diploma degree		
Institution: *			<b>T</b>	
Staff category *	Post Doc 🔹			
Additional person 2 🍟				
				If you do not know who they are, yet, name them N. N. 1, N. N. 2

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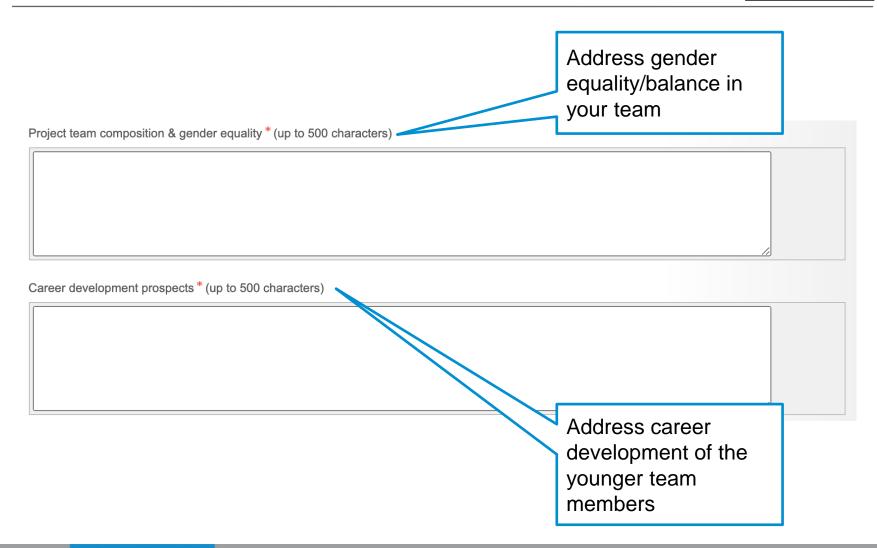
Project Team

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### Submission system: Gender & HR





### **Project Budget**

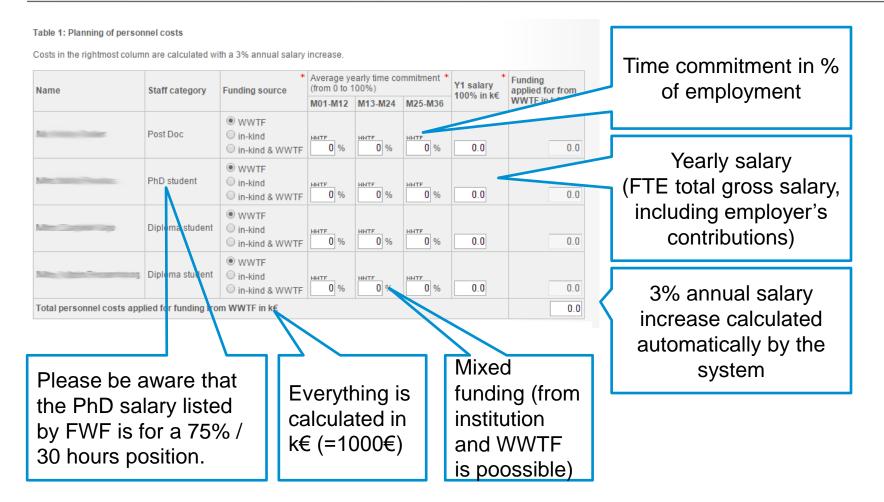


- Overhead costs: up to 20% of the direct costs
- Direct costs = Min. 75% Personnel Costs + max. 25% Non-personnel Costs
- No funding of companies
- Self-funded business partners are possible
- Relevant services from companies can be calculated as non-personnel costs (if services cannot be provided with reasonable effort by the team)
- Requested funding can differ from short proposal (explanation required)

WWTF Projects	Joint Projects
<ul> <li>Budget distribution:</li> <li>Vienna: Min. 80%</li> <li>Other (incl. Lower Austria): Up to 20%</li> <li>Max. 400k € = 120% (max. direct costs 333,33k € + 20% Overhead Costs)</li> </ul>	<ul> <li>Budget distribution:</li> <li>Vienna: Min. 51%</li> <li>Lower Austria: 20%-49%</li> <li>Other: Up to 20%</li> <li>Max. 450k € = 120% (max. direct costs 375k € + 20% Overhead Costs)</li> </ul>

### Submission system: personnel costs



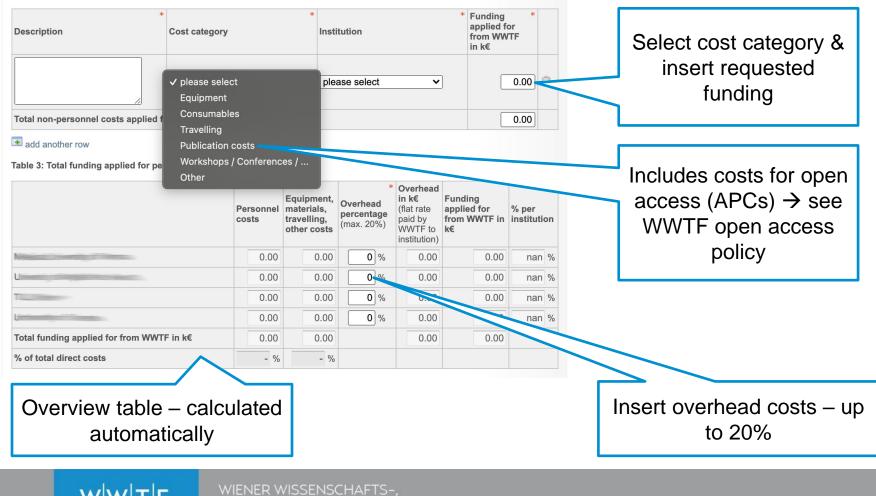


### Submission system: other costs



Table 2: Planning of project related costs for equipment, materials, travelling, publications, organization of workshops/ conferences/ ..., and other costs

Costs in the rightmost column are calculated for the whole project duration.



### Submission system: other costs

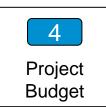


Table 4: Budget per region

Region	Funding applied for	% per region
Vienna	0.00 k€	- %
Lower Austria	0.00 k€	- %
Other	0.00 k€	- %

Explanation of Cost Planning \* (max. 3000 characters including spacing)

Overview budget per region - calculated automatically

Explain how you intend to spend the funding in detail.

Deviations of the budget submitted in the short proposal require an explanation

### Submission system: double funding



**Disclosure of other applications for funding: Is the project (or parts of it) already subject to ongoing requests for funding?**\* (max. 750 characters including spacing)

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### **Submission system: Signatures**



- Can be downloaded before the proposal is complete
- WWTF-projects are § 27-projects (for universities) = the institution not the individual researchers is the contractual partner
  - A commitment from the involved universities or research institution is necessary, the coordinator's institution will be the contract partner
  - Affirmations: Signature of the PIs / Core team members + Date
  - Authorization: Signature of the authorized person from the involved institutions of the PIs / Core team members
     + Date + Stamp
  - Be aware of internal regulations of the respective institutions
  - Contact the research services unit/grant managers in advance

### **Submission system: Signatures**



PDFs will be generated automatically using the information about the core team and hosting institutions

► "Download Part I as PDF document" → can be done at any time once team and institutions are complete

Print for signatures

Scan signed sheets and upload (up to 9 pages. In a single PDF)

#### 5. Affirmations and Authorization

5a. Affirmations

Please take notice of the data privacy statement of WWTF with regard to the evaluation of research proposals

In signing the application form, all persons involved (project manager, partners) undertake that the information provided in the application form is, to the best of their knowledge and belief, accurate and complete. They confirm the following:

- · All relevant material changes will be promptly communicated to WWTF
- All persons agree not to exploit intellectual property as individuals, but, if in any way possible, within the set of rules of their Home
  institutions. All publications have to mention WWTF as a funding institution.
- The persons involved will ensure compliance with all legal and procedural requirements regarding safety, ethic issues, notification
  requirements and any other relevant regulations.
- · All persons involved have taken notice of the WWTF data privacy statement
- The persons involved confirm that the work plan submitted for WWTF funding is currently not subject to third party funding (like FWF, EU-funding, any other regional, national or international funding).
- The persons involved pledge to disclose if they intend to apply / have applied for funding for the same work plan at other funding sources.

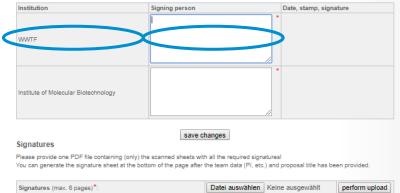
	Name	Institution	Date, signature
<	Ms. Elisabeth Nagl	WWTF	

#### 5b. Authorization

Download Part II/5 as PDF docur

In signing the application form, the institution (i.e. the institutional level authorised and responsible for signing, if not legally identical with principal applicant) undertakes that the information provided in the application form, is to the best of their knowledge and belief, accurate and complete. It is hereby confirmed that

- The institution agrees to the use of space, equipment, personnel and other resources as stated in the application. The institution
  agrees to provide its own contribution as described in the application.
- The institution is willing to co-operate with WWTF, in an appropriate way, and its chosen partners regarding the application and
  protection of intellectual property arising from the project to be funded.



We only accept PDF-format (preferable pdf version 1.4 without any encryptions) for your upload

### **Deadline** for the submission of the full proposals

### January 28, 2021, 2pm CET

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All documents available at www.wwtf.at

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### THANK YOU FOR YOUR ATTENTION!



### **ANY QUESTIONS?**

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