

**2232-B INTERNATIONAL FELLOWSHIP FOR EARLY STAGE RESEARCHERS**

**RESEARCH PROJECT PROPOSAL FORM**

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….. Term

The proposal form is expected to be prepared in Arial 11 font, taking into account the explanations given under each topic. It should not exceed 20 pages for Section Excellence, Impact, Implementation. There is no page limit for the proposal summary, section 4 and the annexes. Instructions which is colored in gray for the proposal form should be deleted.

The evaluation will be done under the headings of the project's Excellence, Impact, Implementation.

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| **Proposal Title:** |
| **Project Coordinator:** |
| **Host Institution:** |

**PROPOSAL SUMMARY**

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| Short summary (max. 4,000 characters, with spaces) to clearly explain:  • the objectives of the proposal  • how they will be achieved  • their relevance to the work programme. |
| **Keywords:** |

1. **EXCELLENCE**

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| * 1. **Importance of the Subject, Scientific Excellence of the Project and Research Question/Hypothesis**   Describe the overall and specific objectives for the project, which should be clear, measurable, realistic and achievable within the duration of the project. Objectives should be consistent with the expected exploitation and impact of the project (*see section 2*). The scope, limits and importance of the subject matter discussed in the project proposal are explained by a critical evaluation of the literature as well as by qualitative or quantitative data.  While writing this part:  1.1.1. Scientific quality and innovation potential of the project,  1.1.2. Current scientific state of the art and ongoing developments in fields relevant to your proposal also regarding your previous works  1.1.3. Methodological/conceptual/theoretical contribution to the related scientific and technological area,  1.1.4. The interdisciplinary/multidisciplinary characteristics should also be clearly stated. |

1. **IMPACT**

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| **2.1. Ambition**  -Describe the advance your proposal would provide beyond the state-of-the-art, and the extent the proposed work is ambitious.  -Describe the innovation potential **(e.g. ground-breaking objectives, novel concepts and approaches, new products, services or business and organizational models)** which the proposal represents. Where relevant, refer to products and services alreadyavailable on the market. Please refer to the results of any patent search carried out.  **2.2. Expected impacts**  Please be specific, and provide only information that applies to the proposal and its objectives. Wherever possible, use quantified indicators and targets in order to describe the expected results outputs and effects will be obtained from the project,  Describe how your project will contribute to:  2.2.1. Improving innovation capacity and the integration of new knowledge (strengthening the competitiveness and growth of companies by developing innovations meeting the needs of Turkey; and, where relevant, by delivering such innovations to the markets)  2.2.2. Plan for delivering project activities and outputs to different target groups.  2.2.3. The potential of the project results to solve social problems,  2.2.4. Any other important impacts (if not already covered above).  **2.3. Measures to maximize impact**  **2.3.1. Dissemination and exploitation** **of results**  Provide a draft ‘**plan for the dissemination and exploitation of the project's results’**.  Show how the proposed measures will help to achieve the expected impact of the project. |

1. **IMPLEMENTATION**

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| **3.1. Methodology**  Methods must be rigorous and appropriate to the proposed research questions or hypotheses. Design, methods, and analytic  techniques should have a coherent and logical link. Research methods should be described in adequate detail. Methods must  be associated with work packages. Methodology should make it clear how the research design and analyses answer the research  questions (Include a description of study population and sampling method, sample size, expected effect size; Instruments or  protocols to be used; Validity, reliability, and triangulation of measures; Data analysis plans (Statistical Models, procedures for  analysis of text/video/observation data)  **3.2. Management structure: Work packages, Success Criteria, Risk Management**  Give full details. Base your account on the logical structure of the project and the stages in which it is to be carried out. The number of work packages should be proportionate to the scale and complexity of the project.  You should give enough detail in each work package to justify the proposed resources to be allocated and also quantified information so that progress can be monitored, including by TUBITAK.  Please provide the following:  3.2.1. **Work packages:** A list of work packages and description of each work package; responsible team members (project leader, researchers and scholar) with their roles (Table 3.2a);  3.2.2. **Success Criteria**: The objectives of each main WPs in the Work-Time Schedule, related **success criteria** and importance of the WP for success of the project, so that the project can be considered fully successful, should also be defined in the table by also regarding deliverables and milestones (Table 3.2.b);  3.2.3. **Risk Management**: Describe any critical risks, relating to project implementation, that the stated project's objectives may not be achieved. Detail any risk mitigation measures. Please provide a table with critical risks identified and mitigating actions (Table 3.2c).  **3.3. Research Infrastructures**  Availability of infrastructure/equipment (laboratory, vehicle, machine-equipment, etc.) that will be used in host institution is  specified below. |

**3.2.a. A list of work packages\* and description of each work package; responsible team members (project leader, researchers and scholar) with their roles**

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| **WP No** | **WP Name and Description** | **Responsible Team Member (with roles)** | **MONTHS** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** | **14** | **15** | **16** | **17** | **18** | **19** | **20** | **21** | **22** | **23** | **24** | **25** | **26** | **27** | **28** | **29** | **30** | **31** | **32** | **33** | **34** | **35** | **36** |
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**\*Work package** (WP) means a major sub-division of the proposed project.

The main WP to be included in the project, duration of each WP and by whom each WP to be carried out should be written in the work-time schedule. The principal investigator (PI), researcher and personnel to be assigned to each work package are described in detail. The literature review, preparation stages for progress and final report, dissemination activities, writing articles and purchasing of any material to be used during the project should not be shown as separate WP.

**Table 3.2.b. Success Criteria Table\***

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| **WP No** | **Objective of the WP** | **Success Criteria** | **Importance of the WP for success of the Project (%)\*\*** |
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**(\*)**The rows and columns in the schedule can be enlarged and increased.

**(\*\*)**The sum of percentages in the columns should be 100.

The success criterion describes the criteria for each WP to be considered successful. The criterion of success is indicated by quantitative or qualitative criteria (expression, number, percentage, etc.) to be measurable and monitorable.

**Table 3.2.c. Risk Management Table**

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| **WP No** | **Main Risks** | **Risk Management (Plan-B)** |
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The risks that can affect the success of the project negatively and the alternative plan(s) (Plan-B) that will be implemented in case of encountering with those by regarding the related work packages should be described. Implementation of Plan B should not lead to deviation from the main objectives of the project.

**DECLARATIONS**

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| 1) The Coordinator declares to have the explicit consent of all applicants on their participation and on the content of this proposal. |  |
| 2) The Coordinator declares that the information contained in this proposal is correct and complete. |  |
| 3) The Coordinator declares that this proposal complies with ethical principles (including the highest standards of research integrity and including, in particular, avoiding fabrication, falsification, plagiarism or other research misconduct). |  |

**4. ETHICAL ISSUES TABLE**

Please fill in the ethical issue table by ticking either the Yes-box or the No-box for each question. Please note that if you answer Yes to any of the questions below, you are requested to provide additional information.

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| --- | --- | --- |
| Research on Humans | YES | NO |
| 1. Does your research involve human participants? |  |  |
| a. Are they volunteers for social or human science research? |  |  |
| b. Are they vulnerable individuals or groups? |  |  |
| c. Are they children/minors? |  |  |
| d. Are they patients? |  |  |
| e. Are they healthy volunteers (e.g. for medical studies)? |  |  |
| 2. Does your research involve physical interventions on the study participants? |  |  |
| a. Does it involve invasive techniques? |  |  |
| b. Does it involve collection of biological samples? |  |  |

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| Privacy Issues | YES | NO |
| 3. Does your research involve personal data collection and/or processing? |  |  |
| a. Does it involve the collection and/or processing of sensitive personal data (e.g. health, sexual lifestyle, ethnic, political opinion, religious or philosophical conviction)? |  |  |
| b. Does it involve processing or genetic information? |  |  |
| c. Does it involve tracking or observation of participants? |  |  |

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| Third Countries | YES | NO |
| 4. Does your research involve other countries? |  |  |
| 5. Do you plan to use local resources (e.g. animal and/or human tissue samples, genetic material, live animals, human remains, materials of historical value, endangered fauna or flora simples, etc.)? |  |  |
| 6. Do you plan to import any material from other countries into Turkey? |  |  |
| 7. Do you plan to import any material from the Turkey to other countries? |  |  |
| 8. If your research involves low and/or lower middle-income countries, are benefits-sharing measures foreseen? |  |  |
| 9. Could the situation in the country put the individuals taking part in the research at risk? |  |  |

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| Environment, Health and Safety | YES | NO |
| 10. Does your research involve the use of elements that may cause harm to the environment, to animals or plants? |  |  |
| 11. Does your research deal with endangered fauna and/or flora and/or protected areas? |  |  |
| 12. Does your research involve the use of elements that may cause harm to humans, including research staff? |  |  |

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| Dual Use | YES | NO |
| 13. Does your research have the potential for military applications? |  |  |

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| Misuse | YES | NO |
| 14. Does your research have the potential for malevolent/criminal/terrorist abuse? |  |  |

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| Other Ethics Issues | YES | NO |
| 15. Are there any other ethics issues that should be taken into consideration? If yes, please specify: |  |  |

**Ethics Self-Assessment**

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| If your answer was *Yes* to one or more questions in the Ethical Issue Table (above), you **must** elaborate how you plan to cope with this/these issue(s). Please note down in the following field at first the **number of the question(s)** you ticked in the Ethical  Issue Table and then provide **information on how you address the mentioned ethical issue**. In addition, you can  (if applicable) refer to the corresponding page of your research proposal. |

**5. ANNEXES OF PROJECT PROPOSAL**

**ANNEX-1: REFERENCES**