



**SHENG 3 – Polish-Chinese Funding Initiative  
Call for proposals 2022/2023**

**JOINT PROJECT DESCRIPTION TEMPLATE**

**Proposal requirements**

**A complete SHENG 3 joint proposal consists of:**

- the Joint Project Description (this document) **in English**;
- the CVs of the Principal Investigators and Co-Investigators together with publication lists **in English**. **Please use the CV template and the publication list provided in the call documentation**. CVs should be submitted as separate files in the OSF and NSFC submission systems and do not count towards the page limit of the Joint Project Description;
- supplementary documents as needed.

**Formal requirements**

- the joint proposal must be written **in English**;
- there is a strict limit of 30 pages for the Joint Project Description, excluding CVs with lists of publications;
- page size: A4, font: Arial, font size: 11 or 12, line spacing: 1.15, left-right margins: 2.5 cm, top-bottom margins: 1.5 cm;
- applicants are obliged to ensure that the proposal contains sufficient information for evaluation.

***All additional explanatory information written in italics included in the Joint Project Description template (also on the cover page) can be deleted in order to save space for the project description. Please do not delete the headings of the sections and the listings.***

## I. CORE DATA

### 1. Title of the Research Project

[Text]

### 2. Acronym

*Twelve characters maximum. The acronym must be the same as the ones given in the OSF and NSFC submission systems.*

[Text]

### 3. Name and affiliation of the Polish Principal Investigator

Name: [Text]

Title: [Text]

Host institution: [Text]

### 4. Name and affiliation of the Chinese Principal Investigator

Name: [Text]

Title: [Text]

Host institution: [Text]

### 5. Subject classification

*In the case of an interdisciplinary project, please indicate the main discipline. Please note that the subject classification in the NCN and NSFC shall be coherent.*

NCN subject classification<sup>1</sup>: [Text]

NSFC subject classification<sup>2</sup>: [Text]

### 6. Keywords

*Please submit at least one and at most six keywords separated by a semicolon.*

[Text]

### 7. Project Planned Start Date

*Please indicate the dates for both the Chinese and Polish applicants. Please note that the Polish and Chinese projects are not required to start on the same day. However, it is recommended that the projects on Polish and Chinese sides are synchronised.*

For the Chinese applicants: 1st January 2024

For the Polish applicants: the research project must start not earlier than in mid-January 2024. Projects implemented by entities applying for state aid must start between 1st March 2024 and 28th June 2024.

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<sup>1</sup> NCN: proposals are accepted in subjects covered by the panels: ST1, ST2, ST3, ST6, ST7, ST9, ST10, HS4.

<sup>2</sup> NSFC: proposals are accepted in NSFC departments: Mathematical and Physical Sciences, Information Sciences, Management Sciences, Earth Sciences.

## 8. Summary

*Research project objectives/research hypothesis; research project methodology; expected impact of the research project on the development of science; added value of bilateral cooperation.*

[Text]

## II. RESEARCH TEAM

Research Team – all research team members listed in this section should have a significant role in the research and their presence as members of the research team should be justified; members can be listed as Principal Investigators, Co-investigators, Post-docs, PhD students, scholarship grantees or technical staff; please note that there is no optimum number of researchers taking part in the project, but the research team's composition will be evaluated<sup>3</sup>.

Principal Investigators and Co-Investigators<sup>4</sup> need to provide their CVs<sup>5</sup> to be attached to the appropriate sections of the OSF and the NSFC submission systems. Please note that the CVs of Chinese PIs and Co-investigators (in Chinese) should also be submitted to the NSFC submission system together with the Chinese application.

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<sup>3</sup> Please note that the maximum number of members of the Chinese research team is 10, not including students. Three Chinese research institutions at most can be involved in one research project.

<sup>4</sup> For Polish research teams: names of Co-investigators holding a PhD degree (or equivalent) that will not be selected in an open call may be indicated in the JPD; in such case, CVs together with publication lists are required.

<sup>5</sup> Please use the template of the CV and the publication list provided in the call documentation.

1.	2.	3.	4.
<p>First name and last name (if already known); academic degree/title or research position.</p> <p><b>Please note that on the Polish side no personal data (names) should be included for persons to be selected in an open call procedure, including persons to be employed as post-docs from the NCN budget and under NCN scholarships for students and PhD students awarded pursuant to the Regulations on awarding NCN scholarships in NCN-funded research projects.</b></p>	<p>Has the Polish PI/Polish Co-investigator benefitted from a career break within 10 years of submitting the proposal?<sup>6</sup></p>	<p>Host Institution (implementing the project)</p>	<p>Nature of contribution to the project, type and character of position in the project, scope of work within individual project tasks.</p>
<p>1. Name of the Polish PI</p>			
<p>2. Name of the Chinese PI</p>			
<p>3. Example: Name of the Polish Co-investigator 1</p>			

<sup>6</sup> Only for the Polish Principal Investigators and Co-Investigators: please specify the number of months if applicable. The career break is understood as the time of long-term (in excess of 90 days) evidenced sickness benefits or physiotherapy benefits on account of unfitness for work. In addition, this period may be extended by the number of months of child care leave granted pursuant to the Labour Code and in the case of women, by 18 months for every child born or adopted, whichever option is more advantageous. No formal confirmation of a career break is needed. **If a PI has benefitted from any such career break, he/she should specify the number of months in column 2. The information has to be consistent with the data provided in the OSF system.**

4. Example: Name of the Polish Co-investigator 2			
5. Example: Name of the Chinese Co-investigator 1			
6. Example: Name of the Chinese Co-investigator 2			
7. Example: Post-doc 1 <b>Please note that no personal data should be included for Post-docs on the Polish side.</b>	Not applicable to Post-docs		
8. Example: PhD student 1 <b>Please note that no personal data should be included for PhD students to be selected in an open call on the Polish side under NCN scholarships for students and PhD students awarded pursuant to the Regulations on awarding NCN scholarships in NCN-funded research projects.</b>	Not applicable to PhD students to be selected in an open call		
9. Example: Scholarship grantee <b>Please note that no personal data should be included for PhD students to be selected in an open call on the Polish side under NCN scholarships for students and PhD students awarded pursuant to the Regulations on awarding NCN scholarships in NCN-funded research projects.</b>	Not applicable to PhD students to be selected in an open call		

### III. DESCRIPTION OF THE RESEARCH PROJECT

#### 1. Objectives and tasks

*Describe the idea of the project, the scientific problem aimed to be solved/hypothesis; scientific objectives with particular attention to the innovative nature of the research project and its importance for the development of science should be listed; each objective or task should be described separately.*

[Text]

#### 2. Current knowledge in this field and preliminary work

*Present an analysis of the problem, describe the current state of knowledge in your field and its direct relationship to your project, the state of pre-existing research indicating the feasibility of research objectives, the impact of the project's results on the development of the research field and scientific discipline; disclose the novelty, originality and degree of innovation of the proposed research.*

[Text]

#### 3. Work Programme including proposed research methods

*Indicate the research methodology or methods, data management, type and degree of access to the equipment to be used in the proposed research project; draw up a milestone project implementation plan dividing the plan of work into stages; identify possible risks, critical paths and provide for its management plan.*

**IMPORTANT NOTE:** Polish applicants shall follow the NCN rules on the Data Management Plan as outlined in the call documentation, i.e., follow the "Guidelines for completing the data management plan for a research project" and fill in the relevant section on the Data Management Plan in the OSF system proposal. [Text]

#### 4. Added value of international cooperation, the importance of Chinese-Polish cooperation

*Description of the value of the proposed international cooperation with project partners from Poland/China [and other countries, if applicable, and information if such partners are funded from their respective national sources], how the project partners from China and Poland are capable of collectively achieving project objectives, and how they are suited and committed to the tasks assigned to them; show the complementarity between*

*the partners; explain how the partners are balanced in relation to the project's objectives; describe the planned continuation of collaboration after the end of the project.*

[Text]

## **5. Planned results**

*Dissemination of project results: scientific publications and presentations at conferences; joint Polish-Chinese publications are mandatory; scholarly monographs, doctoral and habilitation dissertations; new methods and research facilities; economic and societal impact; impact of the research results on the development of science; scientific discoveries.*

[Text]

## **6. References**

*A list of all publications cited in sections III.1 – III.5 of the Joint Project Description.*

[Text]

#### IV. FURTHER INFORMATION

**1. The Host/Implementing Institutions' premises, scientific infrastructure and services to be used within the project**

*Describe the Host/Implementing Institutions' commitment to the project, i.e., whether it provides access to facilities, scientific equipment, administrative and financial support services and other necessary items; Polish applicants should note that the administrative personnel costs have to be covered from indirect costs. For detailed information please refer to: "Annex no. 2 to Resolution No. 134/2022 of the Council of the NCN of 08/12/2022, Types of Costs in research projects funded by the National Science Centre in the SHENG 3 call", and the NSFC regulations.*

[Text]

**2. Ethical issues: please describe whether there are any ethical issues raised by the proposed research and, if so, how they are to be addressed**

*Please indicate whether the research envisaged, according to the project description, requires a permit from one or more authorised bodies.*

*In the JPD the information concerning the ethical issues should be provided for both the Polish and Chinese parts of the joint project.*

*Polish applicants shall follow NCN rules on ethical issues as outlined in the call documentation, i.e., follow the "Guidelines for applicants to complete the Ethics Issues form in the proposal" and "The Code of the National Science Centre on research integrity and applying for research funding" and also fill in the relevant section on ethical issues in the OSF system proposal. Information provided in the JPD and in the proposal in OSF must be consistent.*

*For Chinese Applicants please consult national regulations.*

[Text]

**3. Researchers with whom you have collaborated scientifically**

*Please list the researchers (by giving their first name, last name, affiliation) with whom you have collaborated scientifically throughout the years 2022, 2021, 2020 and 2019, and those with whom you have agreed to cooperate on this proposal. This information will assist the NSFC and NCN scientific officers in avoiding potential conflicts of interest during the review process.*

[Text]



**4. Other submissions of the proposal**

*Has the proposal been submitted in response to other calls or to other funding agencies? Please check NSFC and NCN rules regarding submission of a project to more than one scheme.*

**5. Ownership, Use and Transfer of Intellectual Property.**

Please declare that, in the event of receiving funding, the intellectual property issues will be solved between the Polish and the Chinese applicant.

[Text]

## V. BUDGET

### 1. Polish project part: Specification and justification of funds requested.

You can apply for the following cost items: salaries and scholarships, research equipment, devices and software, materials and small equipment, outsourcing, business trips (including conference attendance fees for members of the Polish research team), visits and consultations, compensation for collective investigators, other costs relevant to the research project which comply with NCN rules on costs eligibility, indirect costs (max. 20% of the direct costs). In addition, 2% of direct costs may be spent on Open Access publications.

You need to justify all costs requested except for the indirect costs. The justification of costs in the JPD (below) shall be consistent with the justification of costs provided in the OSF system.

Please note that for the Polish applicants, justification of the costs planned for the Polish research team in an NCN proposal in the OSF system may be copied and pasted to the appropriate section of the JPD. Please indicate all amounts in EUR.

Please fill in the table below.

Name/ description	Category of costs	Entity (Host institution)	Year			Calculation (in EUR) and merit-based justification for the purchase
			2024	2025	2026	

### 2. Chinese project part: Specification and justification of funds requested.

You can apply for the following cost items: Equipment Cost, Research Operation and Activity Cost and Labour Cost. **You need to justify all costs requested.** Please see the NSFC regulations on costs eligibility.

[Text: Specification and justification of funds requested]

### 3. Polish Research Team Budget Table

For the purpose of this Joint Project Description and its evaluation, please indicate all amounts in euro.

*For Polish Applicants: Please note that the euro exchange rate should be calculated according to the NCN Council's Resolutions No 134/2022 (see appendix.), i.e. 1 EUR amounts to PLN 4,6976 (please round the numbers down to total values).*

<b>BUDGET TABLE FOR POLISH APPLICANTS (EUR)</b>	
<b>!</b> Please note the amounts listed in the table below in EUR (calculated according to the EUR exchange rate indicated above and rounded down to total values) must equal the amounts in the OSF system in PLN.	
<b>Cost item</b>	<b>EUR</b>
Costs of salaries and scholarships	0-
Costs of research equipment, devices and software	0-
Materials and small equipment (expendable goods for direct use in the project)	0-
Outsourcing (services ordered from entities external to the Host Institution)	0-
Business trips (by members of the research team)	0-
Visits and consultations ( <i>travel expenses by external collaborators and/or consultants</i> <sup>7</sup> )	0-
Other costs relevant to the research project	0-
Compensation for collective investigators	0-
Indirect costs (max. 20% of direct costs)	0-
Open Access indirect costs (max. 2% of direct costs)	0-

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<sup>7</sup> Polish and Chinese teams are requested to apply for their own travel costs with their national funding agency (the Polish budget must not contain travel costs of the Chinese Partner and vice versa).

<b>Total Poland</b>	<b>EUR 0</b>
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#### 4. Chinese Research Team Budget Table

*For Chinese Applicants: please note that the budget table available in the NSFC electronic system will help you to calculate the amounts according to NSFC regulations.*

### Budget Justification

<b>No.</b>	<b>Item</b>	<b>Sum</b>	<b>Details</b>
	<b>(1)</b>	<b>(2)</b>	<b>(3)</b>
1	I Direct Cost		
2	1. Equipment Cost		
3	a. Purchase		
4	2. Research Operation and Activity Cost		
5	3. Labour Cost		
6	II Miscellaneous		
7	III Total Cost		
<b>TOTAL China and Poland</b>		<b>EUR 0,00</b>	

## INFORMATION ON CVs INCLUDING PUBLICATION LISTS

*Please fill out the CV and list of publication forms for each (Polish and Chinese) Principal Investigator as well as for the Polish<sup>4</sup> and Chinese Co-Investigators to be involved in the project using the CV template and the publication list provided in the call documentation and attach the forms to the application in the OSF and NSFC electronic submission systems. The CVs shall, for each individual, demonstrate their academic and research career, research projects led, research experience at home and abroad, most important prizes and awards. The list of publications shall contain a maximum of 10 of the most relevant publications published<sup>8</sup> over the period of 10 years prior to the submission of the proposal<sup>9</sup>. During the evaluation, emphasis will be put on the quality of the publications, i.e., if they are on the list by JCR, or on comparable lists; the monographs' nationwide or international impact will also be considered. Where possible, please indicate the number of citations of each publication excluding self-citations.*

*Please note that the CVs including publication lists (in English) must be attached as separate files in the OSF and NSFC submission systems. **Please do not attach any CVs or publication lists to the JPD.** CVs do not count towards the strict limit of 30 pages for the Joint Project Description.*

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<sup>8</sup> In the case of unpublished manuscripts listed for members of the Polish research team, please submit the acceptance letters from the editor as the attachments to the proposal in the OSF or indicate DOI number in the list of publications.

<sup>9</sup>Only for the Polish PI and Co-Investigators: older publications can be cited only if the applicant (PI or Co-investigators) has (have) taken significant career breaks within the last 10 years. The career break is understood as the time of long-term (in excess of 90 days) evidenced sickness benefits or physiotherapy benefits on account of unfitness for work. In addition, this period may be extended by the number of months of child care leave granted pursuant to the Labour Code and in the case of women, by 18 months for every child born or adopted, whichever option is more advantageous. No formal confirmation of a career break is needed.