



**SHENG 4 – Polish-Chinese Funding Initiative  
Call for proposals 2024/2025**

**JOINT PROJECT DESCRIPTION TEMPLATE**

**Proposal requirements**

**A complete SHENG 4 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 a publication list provided in the call documents**; Submit the CVs as separate files in the OSF and NSFC submission systems, they are not counted towards the page limit of the Joint Project Description,
- supplementary documents as needed.

**Eligibility criteria**

- the joint proposal must be written **in English**,
- there is a strict limit of 30 pages for the Joint Project Description, excluding CVs with the publication lists,
- 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 bound to ensure that the proposal contains sufficient information for evaluation.

***Additional explanatory information (in italics) in this Joint Project Description template (including the cover page) can be deleted 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 at the most. The acronym must be the same as provided 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, indicate the main discipline. Subject classification in the NCN and the NSFC must be coherent.*

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

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

#### **6. Keywords**

*Provide at least one and no more than six keywords separated by a semicolon.*

[Text]

#### **7. Forecasted Project Start Date**

*The dates to be entered by both Chinese and Polish applicants. Polish and Chinese projects are not required to start on the same day although it is recommended that they be synchronized.*

*For the Chinese applicants: 1 January 2026. For the Polish applicants: no earlier than mid-January 2026. Entities applying for state aid must start between 1 March 2026 and 30 June 2026.*

#### **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,

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<sup>1</sup> NCN: proposals are accepted in subjects covered by the panels: NZ1, NZ2, NZ3, NZ4, NZ5, NZ6, NZ7, NZ8, NZ9, ST4, ST5, ST8, ST11 and HS6 (HS6\_01-HS6\_08, HS6\_14 – HS6\_15).

<sup>2</sup> NSFC: proposals are accepted in NSFC departments: Chemical Sciences, Engineering, Materials Sciences, Life Sciences and Medicine Sciences.

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.

1.	2.	3.	4.
First name and last name (if already known); academic degree/title or research position. <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>	Has the Polish PI/Polish Co-investigator benefitted from a career break within 10 years of submitting the proposal? <sup>6</sup>	Host Institution (implementing the project)	Nature of contribution to the project, type and character of position in the project, scope of work within individual project tasks
1. Name of the Polish PI			
2. Name of the Chinese PI			

<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 a 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.

<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 a 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 data provided in the OSF system.**

3. Example: Name of the Polish Co-investigator 1			
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 Polish Post-docs</b>	Not applicable to Post-docs		
8. Example: PhD student 1 <b>Please note that no personal data should be included for Polish PhD students to be selected in an open call procedure 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 selected in an open call procedure		
9. Example: Scholarship grantee <b>Please note that no personal data should be included for Polish PhD students selected in an open call procedure 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 selected in an open call procedure		

## INFORMATION ON CVs INCLUDING PUBLICATION LISTS

Please fill out the CV and publication list 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 documents and attach the forms to the proposal in the OSF and NSFC electronic submission systems. The CVs shall, for each individual, demonstrate academic and research career, research projects, research experience at home and abroad, most important prizes and awards. The publication lists must not contain more than 10 of the most relevant papers published<sup>7</sup> over the period of 10 years (2015-2025) prior to the proposal submission date<sup>8</sup>. During the evaluation, emphasis will be put on the quality of the papers, (i.e. their publication on the JCR list or other similar list); their nationwide and 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 submitted to the OSF and NSFC submission systems. **Please do not attach any CV or publication list to the JPD.** CVs do not count towards the strict limit of 30 pages for the Joint Project Description.

## III. DESCRIPTION OF THE RESEARCH PROJECT

### 1. Objectives and tasks

Describe the idea of the project, the scientific problem aimed to be solved/hypothesis to be verified; 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 and task should be described separately.

[Text]

### 2. Current state of knowledge in the field and preliminary work

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

[Text]

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

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<sup>7</sup> In the case of unpublished manuscripts listed for the 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>8</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 a 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.

*Indicate the research methodology or methods, data management plan, type and availability of equipment to be used in the proposed research project. Present a project implementation plan, including a research work schedule, for example in the form of a Gantt chart, including milestones, dividing the work into stages. Identify potential risks, critical paths, and present a risk management plan.*

**IMPORTANT NOTE:** *Polish applicants must follow the NCN Data Management Plan provisions laid down in the call documents, i.e. follow the “Guidelines for applicants to complete the data management plan form in the proposal” and fill in the relevant sections of the Data Management Plan in the proposal submitted to the OSF submission system.*

[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 their competencies are balanced in relation to the project objectives; describe the intended continuation of collaboration after the end of the project.*

[Text]

#### **5. Expected results**

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

[Text]

#### **6. References**

*A publication list concerning papers referred to in sections III.1 – III.5 of the Joint Project Description*

[Text]

#### IV. BUDGET

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

Polish applicants can apply for funding of 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 eligible project-related costs, 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) must 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 must be copied and pasted to the appropriate section of the JPD. Please indicate all the 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
			2026	2027	2028	

##### 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 EUR.

For Polish Applicants: Please note that the EUR exchange rate should be calculated according to NCN Council Resolutions No115/2024 (see annex.), i.e. EUR 1 amounts to PLN 4,3365 (please round the numbers down to integers).

**BUDGET TABLE FOR POLISH APPLICANTS (EUR)**

! Please note that the amounts listed in the table below in EUR (calculated according to the EUR exchange rate indicated above and rounded down to integers) must correspond to the amounts in PLN in the OSF system.

<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 (intangible assets 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>9</sup>	0
Other project-related costs	0
Compensation for collective investigators	0
Indirect costs (max. 20% of direct costs)	0
Indirect costs of Open Access (max. 2% of direct costs)	0
<b>Total Poland</b>	<b>EUR 0.00</b>

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<sup>9</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).



#### 4. Chinese Research Team Budget Table

*For Chinese Applicants: Please note that the budget table in the NSFC submission system will help you to calculate the amounts according to NSFC regulations*

### JUSTIFICATION OF THE BUDGET

No.	Cost item	Total	Details
	(1)	(2)	(3)
1	I. Direct Cost		
2	1. Cost of equipment		
3	a. Purchase		
4	2. Cost of research activity		
5	3. Labour Cost		
6	II Miscellaneous		
7	III Total Cost		
<b>TOTAL China and Poland</b>		<b>EUR 0.00</b>	

## V. 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, research equipment, administrative and financial support services and other necessary items; Polish applicants should note that the cost of administrative staff must be covered from indirect costs. For more information, please refer to: Annex no. 2 to NCN Council Resolution No 115/2024 of 14.11. 2024, Types of Costs in research projects funded by the National Science Centre in the SHENG 4 call, and the NSFC regulations.*

[Text]

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

*Does the research require a permit of one or more competent authorities according to the project description?*

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

*Polish applicants must follow NCN rules on ethical issues as outlined in the call documents, i.e. 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 must fill in the relevant sections on ethical issues in the proposal submitted to the OSF submission system. Information provided in the JPD and in the proposal submitted to the OSF submission system must be consistent.*

*If, following the merit-based evaluation of proposals performed by the Expert Team of the NCN, there are still doubts as to the ethical aspects of the Polish and/or Chinese part of the research, an additional evaluation will be conducted. If a negative assessment of ethical issues is agreed upon, the proposal cannot be recommended for funding.*

*For Chinese Applicants: please consult national regulations.*

[Text]

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

*Please list the researchers (name, affiliation) with whom you have collaborated scientifically in 2024, 2023, 2022, and 2021 and researchers with whom you have agreed to cooperate on this proposal. This information will allow the NSFC and NCN scientific officers to avoid 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 applicants.

[Text]