

# Short Proposal

## PRIOR CONSIDERATIONS

- » In addition to this document, we strongly advise that you read the **rules for participation document** in full. Proposals that do not comply with the rules for participation will be rejected with no right to appeal.
- » All applicants are required to comply with the criteria for format, structure and content specified in this document.
- » The guidelines have been designed to ensure that the most important aspects of your project are presented in a way that will enable the experts to make an effective assessment using the evaluation criteria.
- » Project evaluators are instructed to assess proposals according to the rules established in the call documents. This means that only proposals that successfully address all the required aspects are likely to be funded.
- » At this stage, evaluators will assess three main aspects: **novelty, scientific soundness** and **social relevance** (see assessment of proposals guide). Therefore, short proposals must be focused on these aspects rather than details of the methodological or implementation aspects. However, short proposals are expected to have well-developed and robust conceptual frameworks, methodologies and research designs. Should your proposal be preselected, bear in mind that **full proposals must build on what is presented in the short proposal**. No changes can be incorporated into the aspects already addressed in the short proposal.

### IMPORTANT

Write the proposal for a **non-specialized audience**. A non-academic selection panel of stakeholders will be part of the selection process.

Short proposals will be **blind-reviewed**.

**THEREFORE THEY MUST BE ANONYMOUS.**

Do not include information related to the identity of the project leader, research team or host organization, including references or bibliography. Proposals containing this kind of information will be automatically rejected.



## PAGE LIMIT: 3 PAGES

- » If your short proposal exceeds the page limit, your proposal will be rejected.
- » This should be a **self-contained document**; no links or annexes should be included.
- » Figures, images, references and bibliography can be used as long as a) they do not exceed the page limits, b) they comply with the format criteria (font, text size...).

## FORMAT CRITERIA:

Please respect the following formatting constraints:

Font Calibri, size 11, page size A4, 2.5 cm. margins (left, right, top and bottom), 1.5 line spacing, and justified text. Title fonts can be larger. Hyphenation allowed. Typographic tools such as bold, italics, indentations or underlines are also permitted.

**Do not change the typography, margins, spacing** or any other format criteria. Footnotes (if any) must comply with the same format requirements as the core text. **Proposals that do not comply with the format criteria will be rejected.**

## STRUCTURE AND CONTENT:

Your short proposal must have the following structure:

### 1. Header

- » Project acronym
- » Title of your proposal

### 2. Research proposal

*Suggested structure (this order and structure is not obligatory but we recommend you address these points)*

- » **Introduction:** What is the context of this project? Why is it important? Describe the main ideas, key concepts, models and assumptions.
- » **Aims and hypotheses:** What are the main hypotheses or research questions?
- » **Innovation:** How is your project innovative? Describe the innovation potential within your project e.g. ground-breaking objectives, novel concepts and approaches, new methodologies or research topics, cutting edge data management.
- » **Expected outcomes and outputs:** What unique contribution(s) does your project make and what does the literature (across disciplines) say about this problem? Describe how your proposal would improve the state of the art, and the extent to which the proposed work is ambitious.
- » **Social relevance:** What societal challenge(s) is your research proposal tackling? What insights will it provide? Explain the scope of your proposal, how it addresses any specific social challenge(s) in Spain and/or Portugal and why it is relevant. How your proposal will bring significant benefits for society?

### 3. Methodology:

**Describe the proposed methodology, including:** What kind of data will be used to inform the questions under study? What is your Data Management Plan? Describe what types of data the project will generate/collect, and how this data will be exploited and/or shared/made accessible for verification and re-use. If data cannot be made available, explain why. Define how this data will be curated and preserved.

### 4. Implementation

**Is your project feasible?** Describe any critical risks, relating to project implementation, that the stated project's objectives may not be achieved and detail risk mitigation measures.

## IMPORTANT

- » This calls aims to foster innovative ideas and, as such, short proposals do not need to provide extensive bibliographical references. This document should clearly and concisely explain what your project will address, how it will do so and why it is important to carry out this research.
- » The abstract submitted in the application does not need to be repeated as part of the short proposal.
- » This document must be fully anonymous.