



## Trans-Atlantic Platform (T-AP) Call on Democracy, Governance and Trust - instructions to apply

### Introduction

[The Trans-Atlantic Platform \(T-AP\) for Social Sciences and Humanities](#) is an unprecedented collaboration between humanities and social sciences research funders from South America, North America, and Europe. T-AP aims to enhance the ability of funders, research organizations and researchers to engage in transnational dialogue and collaboration. T-AP works to identify common challenges and promote a culture of collaboration and interdisciplinarity in social science and humanities (SSH) research by offering joint research calls in areas of strong potential for international collaboration.

This document provides detailed instructions to potential applicants on how to apply to the Democracy, Governance and Trust call (further referred to as **the DGT call**) and consists of the following four parts:

- An overview of the essential information about the DGT call aiming to support applicants in their decision whether to apply.
- A more detailed description of the structure of the research proposal, the requirements for the proposal submission and an outline of the assessment procedure for the DGT call.
- An explanation of the terms and conditions of the DGT call.
- The Data Management Plan template and the compulsory Narrative Résumé template in the form of Annexes.

### 1. Essential Information about the DGT Call

#### 1.1. Summary of the Call Scope

The DGT call aims to deepen and widen our knowledge and understanding of opportunities, challenges and crises relevant to democracy, governance and trust. The framing of this call recognizes that many disciplinary perspectives and methodologies may be brought to bear on these questions and that proposals are strengthened by inclusive and innovative collaborations across disciplinary national boundaries. The DGT call is specifically keen to identify how conditions for democracy, governance and trust to flourish can be maintained, fostered and, where needed, rebuilt and nurtured through a range of interventions and initiatives based on empirical evidence.

Interdisciplinarity is understood here as the integration of information, data, techniques, tools, perspectives, methodologies, concepts or theories from two or more disciplines or bodies of specialized knowledge. We invite interdisciplinary and innovative research proposals that promise advances in one or several of the following ways:

- (i) Improve and innovate our conceptualization and theorization of democracy, governance and trust.



- (ii) Address topics aimed at collective responses to global challenges for democracy, governance and trust.
- (iii) Empirically define and describe the opportunities, challenges and crises relevant to democracy, governance and trust, from a historical, contemporary or prospective perspective.
- (iv) Offer diverse methodological, disciplinary and cross-national perspectives on these topics.
- (v) Study or test interventions aimed at enhancing democratic processes, improving governance and rebuilding trust in formal and informal political systems, economic structures, cultural associations, education and public institutions.
- (vi) Advance knowledge through co-developing work programs with communities, educators and key stakeholders in civil society, education and government.
- (vii) Examine the role of digital media, tools and technologies in eroding or strengthening democracy, governance and trust. Examine the roles of education, cultural institutions and the law in shaping, facilitating and restraining this role of digital media.

These objectives are organized along nine cross-cutting themes of democracy, governance and trust. They aim to leverage expertise from SSH and relevant related disciplines to tackle prominent challenges facing societies today- making use of theoretical and empirical insights and recognizing the value of co-production and practice fostering initiatives and projects conducive to supporting democratic experimentations and experiences, governance improvements and trust. The nine themes are:

- 1) ***Concepts, understandings, and models of democracy, governance and trust***
- 2) ***Education***
- 3) ***Media, information and communication***
- 4) ***Economies and economic systems***
- 5) ***Identities, discrimination, marginalization and inequalities***
- 6) ***Ecosystems and environments***
- 7) ***Epistemologies, knowledge and expertise***
- 8) ***History and culture***
- 9) ***Power, authority and conflict***

The detailed description of the call scope (including the nine research themes) is available [here](#) and we invite applicants to read this document thoroughly before applying.



## 1.2. Funding organizations

The following funding organizations are participating in the DGT call. Please note that each funding organization has its own restrictions on the eligibility of potential applicants and proposals<sup>1 2</sup>. Before applying, please consult the **Addenda** which contain each funding organization's eligibility rules, additional requirements, funding mandates, policies, eligible costs and procedures. The funding organizations' specific addenda are available on the [T-AP DGT website](#).

The DGT call will be implemented through a coordinated funding scheme where each funding organization will fund its own (national) research teams within a T-AP GDT project partnership.

The available contributions and the upper limits to the budgets that can be requested per project team are listed on the *table* below. Since funding will be awarded according to the terms and conditions of the relevant funding organization, the actual costs that can be funded through the project may vary for each national research team. Applicants should therefore thoroughly check all regulations and rules of the relevant funding organizations as outlined in the funding organizations' specific Addenda.

*Table of participating funding organizations*

Country	Funding organization	Total available funds	Maximum funding per proposal	Contact details
Brazil	São Paulo Research Foundation (FAPESP)	R\$ 5,4 Mio	R\$ 450,000	Tatiana Cunha <a href="mailto:chamada-tap@fapesp.br">chamada-tap@fapesp.br</a>
Canada	Fonds de recherche du Québec – Société et culture (FRQSC)	\$450,000 CAD	\$75,000 CAD	Laurent Corbeil <a href="mailto:laurent.corbeil@frq.gouv.qc.ca">laurent.corbeil@frq.gouv.qc.ca</a>
Canada	Social Sciences & Humanities Research Council (SSHRC)	\$3 Mio CAD	\$200,000 CAD	<a href="mailto:partnerships@sshrc-crsh.gc.ca">partnerships@sshrc-crsh.gc.ca</a>
Croatia	Croatian Science Foundation (HRZZ) - TBC	200,000 EUR	100,000 EUR	Dario Lečić <a href="mailto:dario@hrzz.hr">dario@hrzz.hr</a>

<sup>1</sup> Universities of the French DOM-TOM (such as the University of the West Indies and Guyana) or the UMIFRE and CNRS laboratories located abroad (including on American soil), will be considered as part of the European side of the Atlantic for this call.

<sup>2</sup> E.g., Sao Paulo PIs are obliged to submit FAPESP's official eligibility declaration in the proposal, as specified in the FAPESP Addendum.



France	Agence Nationale de la recherche (ANR)	1,2 Mio EUR	400,000 EUR	Maria Tsilioni <a href="mailto:Maria.TSILIONI@agencerecherche.fr">Maria.TSILIONI@agencerecherche.fr</a>
Poland	National Science Centre, (NCN)	600,000 EUR	n/a	Ulana Gocman <a href="mailto:Ulana.Gocman@ncn.gov.pl">Ulana.Gocman@ncn.gov.pl</a> Przemysław Puchała <a href="mailto:przemyslaw.puchala@ncn.gov.pl">przemyslaw.puchala@ncn.gov.pl</a>
South Africa	National Research Foundation (NRF)	R7,2 Mio	R900,000	Nombuso Madonda <a href="mailto:NP.Madonda@risa.nrf.ac.za">NP.Madonda@risa.nrf.ac.za</a>
Switzerland	Swiss National Science Foundation (SNSF)	CHF1 Mio	CHF 250,000	Timothy Ryan <a href="mailto:timothy.ryan@snf.ch">timothy.ryan@snf.ch</a>
United Kingdom	UK Research and Innovation (AHRC and ESRC)	£5 Mio	£ 300,000 – 400,000 (100% fEC)	<a href="mailto:dgtcall@esrc.ukri.org">dgtcall@esrc.ukri.org</a>
United States of America	National Endowment for the Humanities (NEH)	\$1 Mio	\$200,000	Russell Wyland <a href="mailto:rwylan@neh.gov">rwylan@neh.gov</a>
United States of America	National Science Foundation (NSF)	\$2 Mio	\$200,000	Kwabena Gyimah-Brempong <a href="mailto:kgyimahb@nsf.gov">kgyimahb@nsf.gov</a>

### 1.3. DGT Tentative Timeline

Date	Milestone
June 15, 2023	Call launches
July and August 2023	Information webinars
September 15, 2023	Deadline to submit the required notice of intent to apply (NOI)
October 2023	Information webinar



November 6, 2023	Deadline to submit full application
March – June 2024	Experts Panel Evaluation
July - August 2024	Notice of funding decisions
September 2024	Start date of awards

#### 1.4. Project Teams

Project teams are composed of a Lead Principal Investigator (Lead PI), co-principal investigators (co-PIs), co-applicants, and collaborators.

#### 1.5. Eligibility requirements

Applicants must apply as a transnational research project partnership and partner with a number of national research teams based in the participating T-AP countries listed above. Each project must:

- Comprise at least three eligible Co-Principal Investigators from at least three different T-AP participating countries from both sides of the Atlantic.
- Nominate one of the Co-Principal Investigators as the project’s Lead Principal Investigator (Lead PI). All co-PIs share responsibility for directing the project and co-ordinating proposed research activities in addition to participating in the execution of the research project. Co-applicants and collaborators contribute to executing the research project.
- The Lead PI must submit the Notice of Intent to Apply (NOI) and the joint research proposal on behalf of the consortium.

Applications must be in accordance with all relevant eligibility requirements. The funding organizations’ specific Addenda are available on the [T-AP DGT website](#). **All research teams are strongly advised to contact their relevant funding organizations at least six weeks before the application deadline to enquire about the eligibility of the national teams involved.** Note that the formal eligibility of the proposals will be determined only after the submission deadline (on the basis of all formal eligibility requirements).

Researchers can only participate in one proposal as co-PI; thus, they can only act in one proposal as Lead PI. Applicants must also adhere to the funding organizations’ specific limits as described in their respective addenda.

Researchers from countries other than T-AP DGT call partner countries and non-academic partners (e.g., business, civil society sector & industries) may participate in the project as cooperation partners. However, no funding can be applied for them from the T-AP DGT call (unless otherwise stated within the



funding organizations' Addenda). A formal letter guaranteeing cooperation partners' own funding for participating in the DGT project must be included as part of the "additional documents" file upon proposal submission. The successful execution of a project should not depend on these outside participants.

All required commitment letters, e-mails or required declarations must be included as part of the "Additional documents" file upon proposal submission – see Application procedure below.

Applications must be submitted by the deadlines (compulsory **Notice of Intent to submit by 15<sup>th</sup> September 2023 and full proposal submission by 6<sup>th</sup> November 2023**). Applications failing to comply with eligibility requirements and application instructions will be declared ineligible and will not be evaluated. If one of the research partners in a consortium is not eligible, the entire consortium will be declared ineligible.

### **1.6. Duration of projects**

Each project should have a duration ranging between 24 and 36 months.

### **1.7. Application procedure**

#### **1.7.1. Submission of the Notice of Intent to Apply (NOI) form**

The Lead PI must submit a **NOI** form by **15<sup>th</sup> September 2023** (no later than midnight BRT).

The NOI must be completed online using the [electronic form](#). Please note: The Lead PI of the project must complete and submit the NOI on behalf of the research team and keep a copy of the receipt generated when the form is submitted. Up to three themes may be provided in the NOI (see list of themes in Section 1.1. and Call Scope Document).

Though project details and co-PIs may be modified upon proposal submission, it is expected that **neither the Lead PI nor the main themes will change.**

Proposals whose Lead PI has not submitted a NOI form by the deadline will not be considered for evaluation.

#### **1.7.2. Proposal submission**

The proposal must be submitted online, in PDF format, on the [SAGe system](#) hosted by the São Paulo Research Foundation (FAPESP) **by 6<sup>th</sup> November 2023** (no later than midnight BRT).

Every Lead PI must create a SAGe account to submit the online proposal on behalf of the consortium. This is not required of other team members (unless they are applying for funding from FAPESP).

Please note that the account creation is completed in two steps: in the first step, the Lead PI defines a login name and a password; in the second step, the Lead PI receives a message from SAGe, upon which they need to log into the system and provide additional information (e.g., name, institution, email) for the



account to be created. All mandatory fields (marked as \*) should be filled out, otherwise the registration will not be valid.

Five mandatory PDF files should be uploaded by the Lead PI upon project submission:

- The proposal (**must be written in English**). The Detailed Information section (see below) contains the required outline for the proposal and templates for resumés and data management plans
- The Budget
- The Additional Documents file
- The Consent Form
- Proof of NOI submission

Proposals received after the deadline or that fail to comply with the call requirements or the funders' requirements as stated in the Addenda, will be rejected.

Further information on how to upload and submit your application can be found on the [T-AP DGT website](#). Please note that some funding organizations require that applicants also upload the proposal to the relevant funding Organizations' online submission system (see funding organizations' **Addenda** for detailed instructions on the [T-AP DGT website](#)).

### **1.8. Assessment Procedure**

Proposals submitted to the DGT call will be reviewed, evaluated and ranked by international interdisciplinary experts as detailed in the section assessment procedure below. Proposals will be evaluated according to the following five criteria: **1) Intellectual merit; 2. Relevance to the call; 3. Quality, innovation, and feasibility of the research plan; 4. Broader impacts; and 5. Partnership and planning.**

### **1.9. Communications between DGT call secretariat FAPESP and project members**

Please note that all communications between the DGT call secretariat, FAPESP and project teams will be via email messages sent to the Lead PI only. Many of these messages will be sent automatically by the SAGe system and therefore we encourage Lead PIs to make sure they receive and read the messages and check their spam folders regularly. Funding agencies may also contact co-PIs.



**2. Detailed information on the DGT Call Application Form**

**2.1. Proposal contents – preparing the five mandatory files**

Proposal submission requires five files. The structure and contents of each file are described in the following sections.

**2.1.1. Research Proposal**

Please follow the proposed structure to write the proposal. The following subtitles must be used – see details below:

- A) Project Overview
- B) Research Description
- C) Bibliography
- D) Narrative Résumés

**A) Project overview**

Project Short Title/Acronym:
Project Full Title:
Project Lead PI (Full Name and Organization):
Keywords (max. 10 separated by a semicolon “;”):
Duration (24 to 36 months):
Expected start date:
Expected end date:
Themes covered (at most three themes as enumerated in section 1.1 and <a href="#">Call Scope</a> )

Abstract (max.300 words)

Project Consortium

Role	Name	Organization	Email	Position	Country	Funding Agency
Lead PI						
Co-PIs						



<b>Co-applicants</b>						
<b>Collaborators</b>						

**B) Research Description**

Please include the following information in up to **6,500 words** (excluding the bibliography, narrative résumés and data management plan). Please organize your Research Description according to the mandatory subsection titles (B1) through (B6), which must appear in the text.

*B1) Aims and background of the research proposed*

Describe and discuss the objectives and research questions and outline how the proposed project is meeting the requirements and objectives of the GDT Call.

*B2) Methodology of the research proposed*

Discuss your proposed methodology for addressing these questions. If applicable, explain briefly how Equity, diversity and inclusion (EDI) considerations will be integrated into your project design.

*B3) Position in the context of existing research*

Provide a clear and concise literature review/state of the art survey of the relevant field and explain how the proposed project contributes to and advances the field.

*B4) Added value of the trans-Atlantic partnership*

Discuss the added value to the research endeavour of the proposed trans-Atlantic partnership.

*B5) Project Management, Dissemination, and Communications Plan (PMDC)*

The PMDC should contain the following sections:

- a. Roles and responsibilities: Briefly describe how the project will be managed.
- b. Collaborations: Please describe relevant present and past collaborations of the PIs and team members relevant to this proposal.
- c. Workplan and timeline: Describe the project’s key anticipated results (e.g., publications, data, public policy recommendations, etc.). Include a detailed work plan that describes tasks, deliverables and milestones. Discuss what “success” means for these deliverables and milestones and how you plan to measure progress indicators. Also discuss possible risks or barriers to success, their likelihood and how you plan to avoid or mitigate them. These risks might be related to time (e.g., staff time, length of project), resources (e.g., money, materials), assumptions/expectations etc.
- d. Dissemination and communication: Identify the target audiences for your project’s work products, how you will engage with them and how they will benefit from your research. Describe the communication channels to be used such as web pages, social media outreach, training or mentoring opportunities, events, videos or publications that the project team



plans to create. Please note that the funders encourage all resulting publications to be available via open access. Please consult your national eligibility requirements for more information about open access publishing.

- e. Training: If relevant, describe how your research project will promote training of students, postdocs and early career researchers in your team.

*B6) Data Management Plan* (please use the guidelines provided at ANNEX I)

A data management plan (DMP) describes how the data produced by a research project will be handled throughout and after a project, including preservation policies, and ethical and legal constraints. It applies to digital data only and should not include publications. When writing your DMP please use the 5 headings indicated in the template in Annex I.

**C) Bibliography (max. 2 pages)**

**D) Narrative Résumés**

Only the Lead PI and co-PIs should provide narrative resumé. Please see Annex II for the compulsory narrative resumé template. All narrative resúmes should be put together at the end of the proposal.

**2.1.2. Budget File**

The budget file is comprised of a Budget Summary, followed by funders’ budget forms (collated together), when required by their Addenda.

**Budget Summary Template** - Please state the total amount of funds you are requesting per country, using the mandatory template below. Please add as many columns as Funding Agencies in your application.

	Funding Agency A	Funding Agency B	Funding Agency C	Funding Agency D	Funding Agency E
Total amount of requested funding per funder (use the respective country’s currency from whom you are seeking funds)					

**2.1.3. Structure of the Additional Documents File**



All additional documents required by national Addenda (e.g., letters) should be organized in a single PDF document to be uploaded to the SAGE system. When assembling the additional documents file, please collate together the documents required by each funding organization, clearly identifying the documents destined for each funding organization.

#### 2.1.4. Consent Form

This is a one paragraph form available on the SAGE system. It requires the Lead PI to acknowledge that the proposal's contents will be shared with participating funding organizations and experts to ensure adequate processing and evaluation. This form needs to be signed by the Lead PI and uploaded to SAGE.

#### 2.1.5. Proof of submission of the NOI

All Lead PIs need to submit a NOI by 15<sup>th</sup> September 2023 using the [online form](#). Once this form is filled and submitted, a receipt will be generated for the Lead PI to keep. This receipt is a mandatory file to be included in the proposal submission via SAGE.

### 2.2. Assessment Procedure

#### 2.2.1. Evaluation Criteria and Scores

Proposals will be evaluated according to the following criteria which are of equal importance:

1. **Intellectual merit:** What is the potential for the proposed activity to advance knowledge and understanding and new insights within its own field or across different fields?
2. **Relevance to the call:** Does the project promise to meet the objectives of the DGT call?
3. **Quality, innovation and feasibility of the research plan:** Is the proposed project addressing new questions and/or new approaches? Is the research plan well-specified and feasible? Does the research team have the appropriate resources to successfully complete the project? Does the project provide value for money?
4. **Broader impacts:** Does the proposal demonstrate the contribution that this project will make to society and/or to the pursuit of advancing academic inquiry? Where relevant, does the proposal describe the sustainability of any resulting tools or other research outcomes beyond the life of the project?
5. **Partnership and planning:** Does the proposal describe an effective and balanced transnational partnership? Is the partnership well-coordinated and does the partnership have appropriate plans in place to address collaboration, data management, project planning and dissemination?

Projects will be scored based on the following scoring matrix:

Score	Score Name	Score description
1	<i>Unacceptable</i>	A proposal that has a high unsatisfactory level of originality, quality and significance. Has very limited potential to advance the field of knowledge. Falls short of meeting the assessment criteria of the call.

2	<i>Weak</i>	A proposal of inconsistent quality with some strengths, innovative ideas and good components, but which has significant weaknesses. Unlikely to advance the field of knowledge significantly. Falls short of meeting the assessment criteria of the call.
3	<i>Fair</i>	A proposal that offers some value to make a scientific contribution, but significant weaknesses and less likely to advance the field of knowledge. Falls short of meeting the assessment criteria of the call.
4	<i>Average</i>	A proposal that offers value to make a scientific contribution, but that has moderate weaknesses and is less likely to advance the field of knowledge. Meets the minimum requirements in terms of the assessment criteria of the call.
5	<i>Satisfactory</i>	A proposal which is of value in its scientific contribution with no significant flaws, but may not be of a consistently high quality. Meets some requirements in terms of the assessment criteria of the call and unlikely to advance the field of knowledge.
6	<i>Good</i>	A proposal of considerable value and that has the potential to make an important scientific contribution and advance the field of knowledge. Meets all assessment criteria of the call at a good level.
7	<i>Very good</i>	A proposal of significant value that is likely to make a very important scientific contribution and advance the field of knowledge. Meets all assessment criteria of the call at a very good level.
8	<i>Excellent</i>	A proposal of significant value that is highly likely to make a very important scientific contribution and advance the field of knowledge. Meets all assessment criteria of the call at an excellent level.
9	<i>Outstanding</i>	A proposal of excellent scientific merit, i.e., of such innovation, novelty, or timeliness that it is likely to make an outstanding scientific contribution and advance the field of knowledge. Meets all assessment criteria of the call at an outstanding level.
10	<i>Exceptional</i>	A proposal of outstanding scientific merit, i.e., of such innovation, novelty, or timeliness that it is highly likely to make an exceptional scientific contribution and advance the field of knowledge. Meets all assessment criteria of the call at an exceptional level.

### 2.2.2. Evaluation Procedure

Proposals submitted to the DGT call will be reviewed, evaluated and ranked by international interdisciplinary experts. The evaluation process involves the following steps:

- *Eligibility checks:* The DGT call secretariat, in cooperation with the funding organizations, will check all proposals after the deadline to ensure that they meet the call's formal criteria (e.g. date of submission; remit checks, i.e., proposals fit to the funding organizations' mandates; number of participating countries; appropriate limits on length; and any additional information etc.) and that applicants are eligible to submit proposals according to the rules of the relevant funding organizations.



- *Expert Panel(s)*: depending on the number and scope of proposals received, several expert panels will be formed consisting of experts chosen by the funding organizations. Panel members will discuss and assess the merits of each proposal using the evaluation criteria described above and issue funding recommendations.
- *Funders Forum*: After the panel meetings, representatives of the T-AP DGT funding organizations will meet separately, as a group, to view and officially put together the slate of projects - recommended by the experts panel(s) - to be funded. In determining the slate, the guiding principle will be scholarly merit as suggested by the ranking of the expert panel. In case of a tie in the overall grade, the group of funding organizations may also consider institutional, disciplinary and geographic balance with the goal of creating a “balanced portfolio”.
- *Funding decision*: The funding decision will be subject to formal approval by the national T-AP DGT funding organizations.

### 3. DGT Call Terms and Conditions

**3.1.** The following conditions will apply to all research projects that are funded under the T-AP DGT call.

- In any publication of results, the support received from the Trans-Atlantic Platform must be mentioned: (“This work was supported in the framework of the Trans-Atlantic Platform by the following funding organizations...”). The T-AP website link <http://www.transatlanticplatform.com/> should also be shown on the publication.
- All PIs must submit progress and financial reports following relevant funding organizations’ requirements, such as reporting on the main (interim) results and outputs of the collaborative project.
- In addition, all funded projects will be asked to do the following:
  - Submit a final project “white paper” to the T-AP coordination team. The white paper should include contributions from all research teams participating in the transatlantic partnership and describe the results of the T-AP DGT project. It should discuss how the project progressed over time, and how it was managed; document meetings and important milestones; propose indicators to measure success; describe lessons learned (both positive and negative); discuss the success in addressing the project’s research question(s); and provide the researchers’ candid assessment on the success of the project overall. The white paper will be published on the T-AP website so that others may benefit and learn from the research.
  - The white paper will be due 90 days after the end of the grant period or the last extension received by the team.
  - If any data or code is developed under the grant, researchers are encouraged to deposit copies into an appropriate repository and follow any additional funders’ specific guidelines.



### **3.2. Mid-term and End-of the Grant Forum**

To highlight the outcomes of the funded projects and enable knowledge sharing and cross-project learning, a virtual forum will be organized at the midterm and at the end of the grant period. The forums may also be a springboard for new research collaborations. Project teams are also encouraged to organize more frequent meetings with other project teams where appropriate.

### **3.3. Award notification**

Once the list of selected projects is established, the Lead PI will be notified by e-mail about the outcome of the selection procedure and will receive a copy of the evaluation report as formulated by the Review Panel for that project. Following this notification, each funding organization will notify all relevant PIs and award the funds to support the approved projects according to their established procedure. Note that for some funding organizations the actual funding will be dependent on additional documents to be signed by the organizations with which the research teams are associated, such as establishing how intellectual property rights, confidentiality and publications will be handled in the project.

### **3.4. Providing open access to research outputs whenever possible**

Open access of research results is strongly encouraged and intended to improve and promote the dissemination of knowledge, thereby contributing to academic discovery, fostering innovation, and maximizing the return of public funding of research. Funding recipients are expected to ensure that their research data, peer-reviewed papers and software are freely accessible online in accordance with the policy of the relevant funding organizations' rules, policies and/or constraints on openness, e.g., such as defined by ethics committees.



## **Annex I– Data Management Plan template**

When preparing the DMP, please use the headings labelled A to F indicated below. Do not include the explanations after the headings in your plan.

T-AP grant recipients are required to openly share their project’s research data, to be reused by others, unless ethical, legal, or commercial obligations prevent this sharing. The guiding principle is “as open as possible, as closed as necessary.” Such exceptions should be clearly justified in the plan. The T-AP funders support the principle that research data collected through the use of public funds are a public good. Data should, when possible and appropriate, be managed following the [FAIR Principles](#)—i.e., the findability, accessibility, interoperability and reuse of digital assets.

### ***A. Data Description***

Describe existing data sources that will be used by the project. Describe the digital data and metadata that will be produced by the project and subsequently recorded and formatted for reproducibility and reuse – for instance, photos, interviews, maps, graphs, videos, spreadsheets, audio records, databases, teaching material and software code. Typical plans take up to 2 pages

### ***B. Ethical and Legal Aspects***

Describe legal or ethical constraints that must be taken into consideration when determining which data and metadata described in (A) can be shared. Indicate eventual policies and rules that will be applied to ensure privacy, confidentiality, security, intellectual property and others. Make explicit mention of the planned procedures to handle consent for data sharing for data obtained from human participants, and/or how to anonymize data, to make sure that data and metadata can be made available and accessible for future scientific research. When applicable, state who will own the copyright and Intellectual Property Rights of any new data the project will generate.

### ***C. Responsibilities and Management Methodology***

Outline responsibilities and procedures for data management within research teams at all partner institutions, including data collection, preparation, documentation and preservation.

### ***D. Publication Formats, Standards, Mechanisms and Repositories***

Describe mechanisms, formats and standards in which the data produced will be made available so that they can become, findable, accessible, interoperable and reusable by third parties (FAIR Principles). When applicable, indicate data types (e.g., .doc, .xls, .jpg), expected volume and metadata standards for documentation (e.g., Dublin Core). Indicate in which repository (or repositories) the data will be made available (e.g., institutional repository, Zenodo).

### ***F. Preservation and Sharing after Project Ends***



Describe preservation and sharing policies (for instance, immediate access, embargo periods) during and after the project ends. Describe for how long the data will be made publicly available after the project ends, and the responsibility for ensuring preservation and access. Such policies and responsibilities are usually defined by the repository/repositories in which the data are stored.



## **Annex II - The Narrative Résumé Template**

This document is mandatory for the Lead PI and co-PIs only. Please use the five sections described below, omitting the corresponding explanations

The narrative résumé is designed to allow you to make visible all the relevant contributions you have made to the research community. This document should occupy **at most five pages per PI**. If a résumé contains more than five pages, only the first five will be considered. For sections in which you do not desire to provide information, write “Not applicable” under the corresponding Section title. There is no word limit for each section—you may choose to devote more space to certain sections depending on the nature of your past contributions and experience.

### ***Section 1 - Personal and Career Information***

Please indicate the following:

- Key qualifications
- Relevant positions held (list up to 5)
- Awards or prizes
- Any other experience directly relevant to the proposed research project

### ***Section 2 – Independent contributions to the generation of new ideas, tools, methodologies or knowledge:***

List up to 5 of the most relevant research results, such as scientific articles, books, book chapters, videos, sound recordings, creative outputs, lectures as guest speakers, patents (filed, granted, and especially licensed), registered software, cultivars, new products, new processes or other types of documented results arisen from research that you consider to be among the 5 most relevant to your career.

### ***Section 3 – Human Capacity Development:***

The development or supervision of others and maintenance of effective working relationships. You can list up to five examples indicating the connection between these examples and the proposed research project.

### ***Section 4 – Scientific Impact:***

Contributions to the wider research community. You can list up to five examples of various activities you have engaged in to progress the research community, such as editing, reviewing, refereeing, committee work, your contributions to increasing research integrity and improving research culture.

### ***Section 5 – Societal Impact:***

Contributions towards wider social benefit/impact which may include collaboration with communities, partners’ organizations or practitioners (‘research-users’).



**Section 6 – Additions:** Provide any further details relevant to your application (such as career breaks).