



# E-Rare Call for Proposals 2009 for "European Research Projects on Rare Diseases"

3 December 2008

## Guidelines for applicants

### Background

Under the umbrella of E-Rare (ERA-Net for research programmes on rare diseases), ten funding organisations have agreed to fund the second transnational joint call (JTC 2009) for collaborative research projects on rare diseases. The E-Rare funding organisations particularly wish to promote **interdisciplinary collaboration** and to encourage **translational research proposals**.

### Registration

Research consortia who intend to submit a transnational project proposal should register at the electronic proposal system as soon as possible (<http://www.pt-it.de/ptoutline/erare/>). The system will be opened in the second week of January 2009 latest. To register, please fill in the data sheet of the system. The same data sheet can later be used for the final electronic proposal submission.

### Proposal submission

Electronic proposal submission is mandatory. For application please use the proposal template provided on the E-Rare web page ([www.e-rare.eu](http://www.e-rare.eu)). Please fill in all fields and upload your proposal in PDF-Format **online by 5 February 2009 at 10 a.m. GMT (Berlin, 11 a.m. German winter time) at the latest**. Please take into account that the online data entry may be overloaded at the day of the deadline. It is therefore recommended to transfer all obligatory data in good time. For proposals including Spanish research groups, the Spanish part of the proposal must be submitted in parallel to the Spanish funding agency (for details, see the Spanish national call text).

In addition, please submit a **paper version** of your proposal signed by the project coordinator (1 original + 3 copies) to the E-Rare Joint Call Secretariat **by 12.02.2009**:

Dr. Michaela Girgenrath  
E-Rare Joint Call Secretariat  
PT-DLR  
Programme Management Agency - Health Research

on behalf of the Federal Ministry of Education and Research (BMBF)  
Heinrich-Konen-Strasse 1  
D-53227 Bonn  
Germany

Phone: ++49 228 3821 775  
Fax: ++49 228 3821 257  
E-mail: e-rare@DLR.de

## Proposal structure

One joint proposal document (in English) shall be prepared by the partners of a joint transnational proposal, which must be submitted to the Joint Call Secretariat by the project coordinator.

The proposal document must not be longer than the number of pages indicated below (DIN-A4, Arial 11, single-spaced). **Proposals exceeding these limitations will be rejected.**

Proposals must include the following information:

- Names and full affiliations of the group leaders and other personnel participating in the joint transnational project. Indication of the project coordinator designated by the consortium to act as its representative.
- Project summary (max. ½ page)
- Background and present state of the art in the research field (max. 2 pages)
- Work plan (aims, methodology, involvement of participants clearly defining the responsibilities and workloads [expressed in person months] of each participating research group, time plan, project coordination and management, references; max. 15 pages)
- Added value of the proposed transnational collaboration (max. 1 page)
- Potential health impact and exploitation/dissemination of expected project results (max. ½ page)
- Description of patents and present / future position with regard to intellectual property rights, both within and outside the consortium (e.g. any barriers to sharing materials or results; max. ½ page)
- Description of ongoing research projects of each participating group related to the present topic (indicating funding sources [include at least: ID number, amount and duration of funded project; funding agency] and possible overlaps with the proposal max. ½ page per research group)
- Scientific justification of requested budget (if applicable, also specifying co-funding from other sources necessary for the project; max. 1 page)
- Ethical and legal issues (e.g. informed consent, data protection, use of animals), if applicable, according to national regulations

- Brief CVs for each participating group leader with a list of up to five relevant publications within the last five years demonstrating the competence to carry out the project (max. 1 page each)
- Financial plan for each participating group of the transnational consortium.

Applicants are invited to name potential experts suited for the evaluation of their proposal as well as experts not suited due to conflict of interest: The possibility for this will be given in the electronic proposal submission system.

### Please note

**It is strongly recommended to meet the deadline and observe the format of the proposal structure.**

The Joint Call Secretariat will assess proposals to ensure that they meet the call's formal criteria (e.g. date of submission; number of participating countries; inclusion of all necessary information in English). The Joint Call Secretariat will also check the scientific eligibility of the proposal (i.e. conformity with the aims of the call).

In parallel, the Joint Call Secretariat will forward the proposals to the national funding organisations who will perform a formal check of compliance with their respective regulations. **Proposals not meeting the formal criteria will be rejected.** Proposals passing both checks will be forwarded to the joint Scientific Evaluation Committee for evaluation.

Applicants are strongly advised to contact their national representative and confirm eligibility with their respective funding organisations in advance of submitting an application (see "Information for applicants", <http://www.e-rare.eu>).