

TUW-DK LOGO

DOKTORATSKOLLEG – DOCTORAL COLLEGE

**Call:** **TUW-DK -2020**

Title:

“PROPOSAL ACRONYM”

Scientific Coordination:

TUW-Faculty:

**In drafting the proposal, applicants MUST FOLLOW the structure outlined below.**

**SCIENTIFIC ABSTRACT (Maximum 1 page)**

**PR SUMMARY (Maximum 1 page)**

**INFORMATION ON THE CONSORTIUM**

**Start page count**

**1. EXCELLENCE**

**2. IMPACT**

**3. QUALITY AND EFFICIENCY** **OF THE IMPLEMENTATION**

**STOP page count**

**4. Ethics aspects**

**5. LETTERS OF COMMITMENT** **from Partner organisations**

***NB: Applicants must ensure that sections 1-3 do not exceed the limit of 30 pages.***

**Scientific Abstract (Mission statement, preface. Maximum 1 page)**

**PR Summary (information regarding the DK for the general public. Maximum 1 page)**

**The following table should be used to list and detail the role of the partner organisations (if any; external national and/or international partners - academic and/or non-academic) including their financial contribution to the TUW-DK (if applicable)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Name of Organization** | **Faculty** | **Country** | **Scientist in Charge** | **ORCID ID** | **Academic (Y/N)** | **Role in the TUW-DK (***hosting PhD students, providing other training or career development opportunities, providing research infrastructure etc.***)** | **Financial Contribution in EUR (if applicable)** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

**INFORMATION ON THE CONSORTIUM**

**Table of Contents**

[1. Excellence 2](#_Toc24018490)

[1.1 Quality, innovative aspects and credibility of the research programme 2](#_Toc24018491)

[1.2 Quality and innovative aspects of the training programme 3](#_Toc24018492)

[1.3. Quality of career guidance 4](#_Toc24018494)

[1.4 Quality of the proposed interaction between the research groups and affiliated organizations 4](#_Toc24018495)

[2. Impact 5](#_Toc24018496)

[2.1 Enhancing the potential and future career prospects of the PhD students 5](#_Toc24018497)

[2.2 Quality of the proposed measures to exploit and disseminate the results 5](#_Toc24018498)

[2.3 Long Term Exploitation Plans of the TUW-DK 5](#_Toc24018499)

[3. Quality and efficiency of the implementation 5](#_Toc24018500)

[3.1 Coherence, effectiveness and appropriateness of the work plan 5](#_Toc24018501)

[3.2 Appointment conditions of PhD students 7](#_Toc24018502)

[4. Ethical Aspects 8](#_Toc24018503)

[5. Letters of Commitment from Partner organisations 8](#_Toc24018504)

**Start page count**

Under each sub-criterion develop at least the following points:

## 1. Excellence

# 1.1 Quality, innovative aspects and credibility of the research programme

**Introduction, broader research context and overview of the research programme**

* Scientific and technological background (Demonstrate the state of the art)
* Relevance to international research in the field(s)
* Overview and content structure of the doctoral programme

**Research questions, objectives and aims of the research programme**

* Clearly defined aims, hypotheses, research context, scientific challenges or research questions that will be addressed in the TUW-DK

The individual projects of the recruited researchers should be presented and it should be explained how they will be integrated into – and contribute to – the overall research programme (Added value of the interdisciplinary research question, presentation of the individual projects and the overall project). Table 1.1b must be used to summarize the individual research projects

**Originality and innovative aspects of the research programme, added value of interdisciplinary approach**

* Demonstrate the innovative aspects of the TUW-DKin light of the current state of the art and existing programmes / networks / doctoral research trainings
* Quality of the research options in terms of interdisciplinary, intersectorality (mobility between the academic and non-academic sector, if applicable) and international networking
* Cooperation between the different partial areas of the TUW-DK

**Positioning within the development plan of TU Wien**

* How does the TUW-DK reflect the Research Focal Areas (RFAs) of TU Wien?
* How does it contribute to their enhancement?

**Participating TUW-Faculties and quality and experience of Scientists in Charge**

Describe the nominated Faculty members (5 to 10 people) in light of their qualification and individual contribution to the DK Topic (one Table/Faculty member). It is strongly advisable to include female, junior and/or senior, scientists as primary and/or co-supervisors; TU Wien commits itself strongly to the career advancement of women and to creating positive and career-enhancing conditions for women, in particular in technical sciences.

**Table 1.1a:** Description of the involved Faculties

|  |  |
| --- | --- |
| **Faculty** | **Scientist in Charge** |
|  |  |
| **Match of Expertise within the TUW-DK:** | |
| **Role and Commitment of scientist in charge:** *Include the intended extent of involvement in the TUW-DK (in percentage of full-time employment) of the scientist in charge who will be involved in the research, training and supervision* | |
| **Quality of scientist in charge:** *Scientific achievements, international visibility, awards, prizes, h index (if high) etc.:* | |
| **Supervision experience of scientist in charge:** | |
| **Key Research Facilities, Infrastructure and Equipment:** *Outline the key facilities and infrastructure available and demonstrate that each group has sufficient capacity to host and/or offer a suitable environment for supervising the research and training of the recruited PhD student* | |

**Intended cooperation arrangements**

Collaborations (National and/or international) intended/planned/envisioned as part of the planned TUW-DK programme must be explained. This explanation must specify the people with whom the cooperation arrangement shall take place and the subject of the intended cooperation arrangement(s) or the contribution to the individual PhD projects. All of the national and/or international cooperation arrangements that were stated to be essential in the TUW-DK description must be listed on the “Information on the consortium” table and be evidenced by a letter of commitment

**Table 1.1b:** Individual Research Projects

Linkages between the individual research projects should be summarised here (one table /PhD student) as well as any other relevant information concerning the individual projects

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PhD Project (e.g. P1)** | **Host institution** | **Start date (e.g. Month 6)** | **Duration (e.g. 36 months)** | **Supervisors (primary and co-supervisor)** |
|  |  |  |  |  |
| **Project Title:** | | | | |
| **Objectives:** | | | | |
| **Expected Results:** | | | | |
| **Planned lab rotations:** *Host, supervisor, timing, length and purpose* | | | | |

1.2 Quality and innovative aspects of the training programme

*(including transferable skills, inter/multi-disciplinary, inter-sectoral)*

**Table 1.2a:** Main Training Events, Activities, Conferences and Contribution of Participants

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Main Training Events, Activities & Conferences (*if applicable*)** | **ECTS**[[1]](#footnote-2)  **(*if any*)** | **Lead Institution** | **Action Month (*estimated*)** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |

**Overview and content structure of the training programme**

The Deans of Academic Affairs of each Faculty involved in the research programme should be included in the preparation of the DK Curriculum.

Describe the DK Curriculum

* Describe the cooperation of the TUW-DK´s partial areas in terms of the training curriculum in light of the described objectives (added value compared to doctoral studies in the form of individual supervision)
* Suggestions on 18 ECTS
* Training on research skills within the appropriate discipline(s) and/or to gain new skills
* Additional training in non-research oriented transferable skills:
* Research Ethics & Research Integrity (*mandatory training!*): (please contact Dr. Marjo Rauhala ethics@tuwien.ac.at for consultation on the available course modules)
* Grant writing, project management, IPR, entrepreneurship, training for job interviews, 'open science skills' (i.e. teach PhD students how to write open access articles and familiarize them with available journals, manage and share their research data, gender balance in teams and research content, learn to communicate with the general public. Please note that the TUW-Doctoral School will offer a series of seminars, lectures and a summer school every year so please contact Priv.-Doz. Dr. Ioanna Giouroudi [ioanna.giouroudi@tuwien.ac.at](mailto:ioanna.giouroudi@tuwien.ac.at) for consultation on the available clusters/modules.
* any other relevant training
* Thesis-Proposal presentation (e.g. 6 months after contract begin) (*mandatory!*)
* Dissertation Agreement (“Dissertationsvereinbarung”) (*mandatory!*)
* Evaluation criteria and requirements for the PhD completion (*mandatory!*)
* Participation in the PhD Colloquium (twice per semester) organized by the TUW-Doctoral School (*mandatory!*)

# 1.3. Quality of career guidance

Describe the supervision arrangements

* Supervision arrangements
* Describe how the progress of the PhD students will be monitored and evaluated yearly.
* Conflict management regulations
* Describe the available infrastructure and working conditions
* Describe how their career development will be promoted and guided
* Describe how the PhD students will be integrated in the scientific daily routine

Describe the governance and communication structure

* Mention governance bodies, various boards
* What’s their role and duties?
* What’s the communication and decision processes in the TUW-DK?

# 1.4 Quality of the proposed interaction between the research groups and affiliated organizations

(*TUW faculties, other national or international Institutes, research centers, industrial partners etc.*)

Contribution of all participating organisations to the research and training programme

Synergies between participating organisations (e.g. kick-off, team-building activities retreats, journal clubs, summer/winter schools, lab rotations, final events)

Exposure of recruited PhD students to different (research and/or industrial) environments, and the complementarity thereof

## 2. Impact

# 2.1 Enhancing the potential and future career prospects of the PhD students

* Describe how the potential and future career perspectives of the selected PhD students will be enhanced
* Any other relevant point

# 2.2 Quality of the proposed measures to exploit and disseminate the results

(*research community and general public*)

* Describe plans and procedures for exploitation and dissemination of results towards the research and innovation community and other relevant stakeholders (e.g. industry, other commercial actors, professional organisations, policy makers) in order to achieve and expand the potential impact of the DK programme
* Joint dissemination activities
* Describe the strategy to be adopted to ensure open access to publications and to research data (when appropriate) as well as promoting FAIR data management
* Intellectual Property Rights issues (if relevant)
* Communication and public engagement strategy of the programme; concepts and approaches to create awareness among the general public

# 2.3 Long Term Exploitation Plans of the TUW-DK

* Describe plans for exploitation and expansion of the TUW-DK shortly prior to the completion of the programme (e.g. application for FWF doc.funds program, MSCA COFUND, MSCA-ITN, industrial partnership, COST-Actions etc.)

## 3. Quality and efficiency of the implementation

# 3.1 Coherence, effectiveness and appropriateness of the work plan

* Describe the management plan of the DK programme and the resources (in the case of co-financing); include a timeline or Gantt chart giving an overview of at least the:
  + Expected start and end date of the DK (number of months)
  + Opening/Closing date of the call(s) and number of PhD positions offered
  + Evaluation timeline
  + Expected/planned start/end date of PhD students´ appointments
* Work Packages description (please include table 3.1a);
* List of major deliverables (please include table 3.1b, including the awarding of doctoral degrees);
* List of major milestones (please include table 3.1c);
* Appropriateness of the management structure (describe how the administrative, technical and human resources will be used to implement the programme)
* Financial management
* Risk management/contingency plans of the DK programme (please include table 3.1d);
* Strategy for dealing with scientific misconduct (for consultation please contact Dr. Marjo Rauhala at [ethics@tuwien.ac.at](mailto:ethics@tuwien.ac.at))

**Table 3.1 a:** Description of Work Packages

|  |  |  |
| --- | --- | --- |
| **WP Number** |  | **Start Month – End Month** |
| **WP Title** | *(e.g. including Research, Training, Management, Communication and Dissemination…)* | |
| **Objectives** | | |
| **Description of Work and Role of Specific Faculties/Partner Organisations** (*external – if applicable*)  *(possibly broken down into tasks), indicating the role of each participating organisations* | | |
| **Description of Deliverables**  *(brief description and month of delivery)* | | |

*A deliverable is a distinct output of the programme, meaningful in terms of the TUW-DK´s overall objectives and constituted by a report, a document, a technical diagram, a software, training, conference, etc. These should be divided into scientific deliverables and management, training, recruitment and dissemination deliverables. Scientific deliverables have technical/scientific content specific to the programme. The number of deliverables in a given Work Package must be reasonable and commensurate with the Work Package content.* ***Note that during implementation, the submission of these deliverables to the TU Wien Doctoral School (TUW-DS), in the form of a report[[2]](#footnote-3), will be mandatory.***

**Table 3.1 b:** Deliverables List

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ***Scientific Deliverables*** | | | | | |
| **Deliverable Number[[3]](#footnote-4)** | **Deliverable Title** | **WP No.** | **Type[[4]](#footnote-5)** | **Dissemination Level[[5]](#footnote-6)** | **Due Date** |
|  |  |  |  |  |  |
| ***Management, Training, Recruitment[[6]](#footnote-7) and Dissemination Deliverables*** | | | | | |
| **Deliverable Number** | **Deliverable Title** | **WP No.** | **Type** | **Dissemination Level** | **Due Date** |
|  |  |  |  |  |  |

*Milestones are control points in the TUW-DK that help to chart progress. Milestones may correspond to the completion of a key deliverable, allowing the next phase of the work to begin. They may also be needed at intermediary points so that, if problems have arisen, corrective measures can be taken. A milestone may be a critical decision point in the programme where, for example, the consortium must decide which of several technologies to adopt for further development.* ***Note that during implementation, the submission of these milestones to the TUW-DS, as a short 1- page report[[7]](#footnote-8) will be mandatory.***

***Please also note that the submission of a mid-term report[[8]](#footnote-9) that will be evaluated by an international advisory board, will also be mandatory.***

***A final report[[9]](#footnote-10) must be submitted to the TUW-DS upon completion of the TUW-DK.***

**Table 3.1 c:** Milestones List

|  |  |  |  |
| --- | --- | --- | --- |
| **Number** | **Title** | **Related Work Package(s)** | **Due Date** |
|  |  |  |  |
|  |  |  |  |

**Table 3.1.d**: Implementation Risks

| **Risk Description (Impact, Probability)** | **WP(s)** | **Proposed risk-mitigation measures** |
| --- | --- | --- |
| **Technical Risks** | | |
|  |  |  |
|  |  |  |
|  |  |  |
| **Operational/Functional Risks** | | |
|  |  |  |
|  |  |  |
|  |  |  |
| **Management Risks** | | |
|  |  |  |
|  |  |  |
|  |  |  |

Gender and Diversity aspects

Both at the level of recruitment and that of decision-making within the programme

# 3.2 Appointment conditions of PhD students

The recruitment procedure for all TUW-DKs has been standardized from the TUW-DS. All necessary information can be found [here](https://www.tuwien.at/index.php?id=4300&L=6%252520and%2525201%2525253E1).

Should you wish to add/remove requirements in the selection criteria or redistribute the points please explain in detail in this Section the reasons for the modifications.

Please also provide detailed information on the synthesis of the recruitment committee (PIs and co-PIs, external member).

**STOP page count – MAX 30 pages**

## 4. Ethical Aspects

Achieving and maintaining the highest standards of research ethics and scientific integrity is a central task of research institutions and universities. Providing PhD students the necessary professional skills to participate in today’s competitive research environments requires attention to research ethics training. TU Wien follows up on this commitment in the funding of the Doctoral Colleges in two ways. First, mandatory ethics training needs to be integrated into the proposed curriculum. Second, the applicants for doctoral programme funding must identify and address any potential ethical issues that the research to be performed within the programme may raise. The key issues that are used at TU to identify ethical aspects in research include: the participation of human subjects; processing of personal data; research in countries outside the EU; dual use/misuse potential of the research (for more information, please refer to: [www.tuwien.at/research-ethics](http://www.tuwien.at/research-ethics)).

Please be aware that it is the applicants’ responsibility to identify any potential ethic-al issues in the proposal and to provide details on how they plan to address them. In some cases, it is not possible to know in advance whether a particular fellowship will require attention from the perspective of research ethics. (For any additional information, please contact Dr. Marjo Rauhala at [ethics@tuwien.ac.at](mailto:ethics@tuwien.ac.at))

## 5. Letters of Commitment from Partner organisations

Please fill in the overview of all the identified Partner Organisations in the Table “Information on the Consortium”**.**

Please use this section to insert scanned copies of the letters of commitment from the partner organizations (if any).

The partner organizations identified in the proposal must provide a letter of commitment specifying their precise role in the programme, as well as the amount of their financial contribution (if any).

## 5. Contribution of participating institutions

Please describe how and to which amount the single participating institutions (TUW-Research groups, -areas, Institutes, Faculties) or the partner organisations contribute either in cash or in kind in terms of personnel or infrastructure to the TUW-DK.

## 5. CVs of Faculty Members

Please provide for each Faculty Member a scientific CV including most-relevant publications and projects highlighting his/her expertise needed for the TUW-DK.

1. ECTS: European Credit Transfer and Accumulation System.

   http://ec.europa.eu/education/ects/users-guide/docs/ects-users-guide\_en.pdf. [↑](#footnote-ref-2)
2. Template will be provided by the TUW-DS [↑](#footnote-ref-3)
3. Deliverable numbers in order of delivery dates and WP e.g. For WP1, first deliverable D1.1, second deliverable D1.2 etc. [↑](#footnote-ref-4)
4. Please indicate the nature of the deliverable using one of the following codes:

   **R** = Report; **ADM** = Administrative (website completion, recruitment completion, etc.); **PDE** = dissemination and/or exploitation of results; **OTHER** = Other, including coordination. [↑](#footnote-ref-5)
5. Please indicate the dissemination level using one of the following codes:

   **PU = Public:** fully open, e.g. web; **CO = Confidential:** restricted to consortium, other designated entities (as appropriate); [↑](#footnote-ref-6)
6. PhD student recruitment, Dissertation Agreement, Career Development Plan, training deliverable x, etc. [↑](#footnote-ref-7)
7. Template will be provided by the TUW-DS [↑](#footnote-ref-8)
8. Template will be provided by the TUW-DS [↑](#footnote-ref-9)
9. Template will be provided by the TUW-DS [↑](#footnote-ref-10)