

**Research Training Project Template - Call 1, 2023**

**Cover page**

|  |  |
| --- | --- |
| **Name of Applicant** |  |
| **Title of the Research Training Project** |  |
| **Focus Area** **Sustainability OR Digital Societies** |  |
| **Abstract** (2000 characters maximum-including spaces) |  |

**Research Training Project Template-Call 1, 2023**

**Please note that the final Research Training Project document must not exceed 8 pages, excluding cover page, this instruction page, bibliographic references and one image/figure.**

**It must be submitted via the online YUFE4Postdocs application portal available at:** [**https://www.yufe4postdocs.eu/**](https://www.yufe4postdocs.eu/)

This Research Training Project Template must be submitted as a PDF document. The complete document must not be larger than 2 MB. It is the responsibility of the applicant to verify that the submitted PDF document is readable and is within the page and MB limits.

Applications not using the template or which do not comply with the specifications detailed below (format, order and length of the sections) will be considered ineligible and may be excluded from further review.

**Your project proposal must respect the following standards when using Microsoft Word or an alternative text editor:**

* A4 page size.
* Total document should consist of amaximum of 8 pages (excluding bibliographic references and one image/figure).
* Use Arial 11-point font, and have 20 mm margins on all four sides (top, bottom, left, right).
* Text elements other than the body text, such as headers, footnotes, captions, formulae, may deviate from the required font, but must be legible. However, these elements should not be used as mechanism to circumvent the rules. For example, text within a table or graphical element should be kept to a minimum.
* Standard character spacing and single line spacing is to be used.
* Responses should be submitted in free-flowing text and not a tabularised format.
* All pages should be numbered in a single series at the bottom of the page.
* The footer should include the call details “YUFE4Postdocs – Call 1-2023”.
* Name the file as: “Full name of applicant\_ResearchProject’.

Please note that applicants must identify one or more urban challenges(s) or opportunity(ies), in the section on Quality and pertinence of the project’s research and innovation objectives.

The focus areas of this call are ‘Sustainability’ or ‘Digital Societies’.

**Sections**

All the sections must be presented in the order listed below and each section must start on a new page. The section titles should not be changed.

The key questions and requirements to be addressed in each section are listed.

Information regarding the evaluation criteria can be found in the Guide for Applicants.

* **Section 1:**

**Quality, innovativeness of the project and stakeholder interaction**

Maximum 6 pages, excluding one figure/image.

This section includes the following components:

* + Quality and pertinence of the project’s research and innovation objectives (maximum 2 pages)
	+ Soundness of proposed methodology, procedures, and feasibility (maximum 2 pages + 1 figure/image of maximum 1 page)
	+ Contribution to societal and/or economic impact as well as identification of non-academic stakeholders and stakeholder interaction (maximum 2 pages)
* **Section 2:**

**Match with the research environment of host university and co-host university**

Maximum 2 pages for the whole section.

This section includes the following components:

* Thematic fit with the research group at host university
* Thematic fit with the research group of the co-host university
* Potential to either initiate or further develop cooperation between host research group and co-host research group.
* **Section 3:**

**Bibliographic references**

 Maximum 1 page

Contains references from sections 1 and 2 (if applicable).

**The application starts here and applicants should adhere to the page limitations indicated for each section.**

**Section 1: Quality, innovativeness of the project and stakeholder interaction**

This section of the application should consist of a **maximum of 6 pages** (excluding one figure/image). Applicants should address each component and the page allowance for each is stated in bold below. Include a schematic overview or figure on the planning or time-line of your project.

Applicants must structure their response by addressing the key questions and requirements listed below.

**Component 1 : *Quality and pertinence of the project’s research and innovation objectives.***

Allowance: maximum 2 pages

**Key questions and requirements:**

* What are the research and innovation objectives of your project and how does your project incorporate state of the art ideas?
* What are the novel, ambitious, adventurous, and/or transformative aspects of your proposal?
* Indicate the urban challenge(s) or opportunity/ies that you want to address with your project with reference to either Sustainability or Digital Societies.
* Indicate if your project requires an interdisciplinary approach, and if so how this approach supports the execution of the project.

**Component 2 : *Soundness of proposed methodology, procedures, and feasibility.***

Allowance: maximum 2 pages plus an additional schematic overview or figure of max. 1 page.

**Key questions and requirements:**

* Why are the proposed methodology and procedures appropriate?

Please include a schematic overview or figure on the planning or time-line of your project (e.g. Gantt chart or another image/figure).

* What makes your overall approach feasible?
* How will you manage data?

**Component 3 : *Contribution to societal and/or economic impact as well as identification of non-academic stakeholders and stakeholder interaction***

Allowance: maximum 2 pages

**Key questions and requirements:**

* What is the potential societal and/or economic impact of your project on a short, medium or longer term basis?
* Identify the type of relevant stakeholder groups and/or stakeholder representative organisations which may benefit from the results of your project in the short, medium or longer term. *Please note: Research projects may not be tailored one-on-one to the agenda of an individual organisation (public or private) but must have generic relevance for stakeholder representative organisations or stakeholder groups.*
* Indicate how you intend to interact with one or more of these stakeholders during the execution of your project.

**Section 2: Match with the research environment of host university and co-host university**

The page allocation for section 2 is a **maximum of** **2 pages**.

Applicants must structure their response by addressing the key questions and requirements listed below.

The Guide for Applicants contains information about the intra-YUFE mobility and optional intersectoral secondments. The total duration of envisaged secondments (Intra-YUFE and other) should be limited to a maximum of one third of the total duration of the program (12 months). Upon selection, a final mobility plan will be created and integrated as part of the Career Development Plan.

**Component 1 : *Thematic fit with the research group at host university***

**Key question and requirements:**

* How will your research project fit within the research conducted at the propective host research group (host university)?

**Component 2** **: *Thematic fit with the research group of the co-host university***

**Key question and requirements:**

* How will your research project fit within the research conducted in the research group of the propective co-supervisor (co-host university)?

**Component 3 : *Potential to either initiate or further develop cooperation between host and co-host university***

**Key questions and requirements:**

* Does your project initiate a collaboration between the host and co-host research groups, or will it further develop an ongoing collaboration? *Please note: initiating collaboration and developing collaboration are equally valued.*
* Does your project, foster interdisciplinary cooperation between the host and co-host universities?
* Describe a brief personal mobility plan : indicate the rationale and desired length of stay in the co-host university (intra-YUFE mobility)[[1]](#footnote-2) and optionally other envisaged mobilities during your appointment as YUFE postdoc. *Please note: other mobilities will be defined after appointment in consultation with the supervisor.*

**Section 3: Bibliographic References**

The page allocation for this section of the application is a **maximum of 1 page.**

Applicants can provide references relating to sections 1 and 2.

1. An Intra-YUFE mobility is compulsory and has a minimum length of one month and a maximum length of 6 months. [↑](#footnote-ref-2)