

2014 CALL FOR SCIENTIFIC RESEARCH AND TECHNOLOGY DEVELOPMENT PROJECTS

Guidelines for Proposal Writing

This document provides relevant information for the Call for Research and Development Projects for the UT Austin | Portugal Program issued by the Fundação para a Ciência e a Tecnologia (FCT). Because the current FCT Application Form cannot be tailored to this Call, the following guidelines are a suggestion and not mandatory. The text below indicates how you can fit this format in the current FCT Application Form.

If you provide URLs to references or other material that is pertinent to your proposal, make sure you will be able to keep these links active for the duration of the review process.

Important note: All sections of the FCT form must be filled in.

SECTION 1. PROJECT DESCRIPTION / SECTION 2. INSTITUTIONS AND THEIR ROLES

Investigators applying for collaborative research grants should organise themselves as an international research team. One investigator is designated as the “Principal Investigator”. The Principal Investigator has to be located in Portugal. The Principal Investigator will be responsible for coordinating the research on behalf of the team. He/she will also act as the team’s liaison with the UT Austin | Portugal International Collaboratory for Emerging Technologies (CoLab), and will be required to submit annual budgets and progress reports.

SECTION 3. SCIENTIFIC COMPONENT

Include an overview of the proposed research emphasising how the proposal meets the aims of the UT Austin | Portugal Program Call. Emphasise also the nature and expected outcomes of the collaborative work. State clearly the aims of the team as a whole and indicate the specific role

played by each member in achieving those goals. Explain the advantages of conducting the proposed studies as a collaborative effort.

Use the space provided in section 3.1.b: Executive summary

Include a detailed outline of the proposed research, including preliminary results. The detailed presentation should delineate the specific contributions of each member of the team.

Use the space provided in sections 3.2.2 (Plan and Methods) and 3.2.3 (Tasks)

SECTION 4. RESEARCH TEAM

Only members of the Portuguese groups should be designated in the FCT form. To complete this, all members should obtain the Public Key from the [FCT SIG](#) website. Other members of the team should be described in the “Annex to Application”.

SECTION 5. FUNDED PROJECTS

This section of the FCT form should be filled in only by the Portuguese groups.

SECTION 6. EXPECTED INDICATORS

This section of the FCT form should be filled in for the team as a whole (Portuguese and international members).

SECTION 7. BUDGET / SECTION 8. BUDGET RATIONALE

These sections of the FCT form are applicable only to the Portuguese institutions participating in the call and do not involve the UT Austin team’s budget.

SECTION 9. ATTACHMENTS

For collaborative research grants, create and **upload a single pdf file** with the following content:

- An overview of the proposed research emphasising how the proposal meets the aims of the UT Austin |Portugal Call. Emphasise also the nature and expected outcomes of the collaborative work. State clearly the aims of the team as a whole and indicate the specific role played by each member in achieving those goals. Explain the advantages of

conducting the proposed studies as a collaborative effort. (Do not exceed three pages, Arial regular font, 11 point)

- A detailed outline of the proposed research, including preliminary results (Do not exceed seven pages; Arial regular font, 11 point). The detailed presentation should delineate the specific contributions of each member of the team.
- Include the CV and publication list of the Principal Investigator and all the other Investigators (for each applicant, maximum of 2 pages, Arial regular font, 11 point, including a list of up to 10 of the most relevant papers)
- The **degree certificate for the PhD** of the Principal Investigator of the Portuguese team.

Note that the .pdf file should be less than 5 Mbytes, so avoid including bitmaps or other large figure files.