

# Application form

D2.6

Please complete one application form per project and submit it electronically with the provided budget template under the subject line 'Call D2.6: proposal's short title' to: [ord@swiss-academies.ch](mailto:ord@swiss-academies.ch)

## 1. General information

**Project title**

**Short title of the project**

<b>No.</b>	<b>Participating institution(s)</b>
1	Applicant institution (= Leading house)
2	Partner institution (if applicable)
3	Partner institution (if applicable)
4	Partner institution (if applicable)
5	Partner institution (if applicable)
n	If applicable, add further partner institutions here:

**Total project costs**

CHF

**Total federal contributions requested**

CHF

**Distribution of the federal contributions by participating institutions**

CHF

CHF

CHF

CHF

CHF

CHF

**Start date of project** (01.07.2024 at the earliest)

**End date of project** (30.06.2025 at the latest)

**Project management (Leading House)**

**First & last name**

**Role**

**Institution**

**Address**

**Postal code, location**

**Phone**

**E-mail**

## **2. Project information**

**Short description of the project (abstract), max. 350 words**

### **Project contents**

Please outline the current status of your discipline or data community standards in regard to ORD. Explain your approach to develop a code of conduct for the targeted community/fields. What are the benefits for the targeted community/fields? In which ways does the code of conduct align with the Swiss National ORD Strategy, in particular with the FAIR principles.

**Project organisation and plan**

Describe the structure and management of the project and explain how this workflow achieves the project goals. If you choose to provide a diagram, please attach it to your application with the label 'project plan'.

**Work packages**

Please complete the following work packages. Only the work package 'project coordination' is mandatory. Partner no. 1 (=Leading House of the project) is by default responsible for this work package.

**WORK PACKAGE NO. 1**

<b>TITLE</b>	Responsible partner	Workload (person/month)	Start (month)	End (month)
Project coordination	Leading House			

Objectives and description of the tasks and roles of the partners for each task:

**WORK PACKAGE NO. 2**

<b>TITLE</b>	Responsible partner	Workload (person/month)	Start (month)	End (month)

Objectives and description of the tasks and roles of the partners for each task:

**WORK PACKAGE NO. 3**

TITLE	Responsible partner	Workload (person/month)	Start (month)	End (month)

Objectives and description of the tasks and roles of the partners for each task:

**WORK PACKAGE NO. 4**

TITLE	Responsible partner	Workload (person/month)	Start (month)	End (month)

Objectives and description of the tasks and roles of the partners for each task:

**WORK PACKAGE NO. 5**

TITLE	Responsible partner	Workload (person/month)	Start (month)	End (month)

Objectives and description of the tasks and roles of the partners for each task:

**WORK PACKAGE NO.**

TITLE	Responsible partner	Workload (person/month)	Start (month)	End (month)

Objectives and description of the tasks and roles of the partners for each task:

If you choose to provide a graphical representation of your work plan (e.g. in the form of a Gantt chart), please attach it to your application with the label 'work plan'.

**Milestones**

Please complete the following table for milestones:

Milestones	
Date (month)	Milestone

**Deliverables**

Please complete the following table for deliverables. Three statuses are possible: public (accessible) and distributed in open access), restricted (accessible to the experts appointed for project follow-up and the members of the Open Science Delegation), and internal (accessible only to the project partners themselves).

<b>Deliverables</b>		
<b>Date</b>	<b>Description</b>	<b>Status</b>
M1	Project contract between Swiss Academies and the leading house	Restricted

**3. Project budget**

Please select in the provided excel form one table (individual or multiple) and attach a completed version to your application.

**Budget details**

Please explain the budget with regard to the following:

- 1) Federal funding
  - a) Staff costs

b) Material costs for devices and equipment

c) Other material costs

2) In-kind contributions



## 4. Signatures

Project title:

1 Leading House / Project Manager

Name, location

Date, signature

2 Partner institution (if applicable)

Name, location

Date, signature

3 Partner institution (if applicable)

Name, location

Date, signature

4 Partner institution (if applicable)

Name, location

Date, signature

5 Partner institution (if applicable)

Name, location

Date, signature

n Partner institution(s) (if applicable)

Name, location

Date, signature