**“2022 INTERNATIONAL - Research and Training” call for proposals**

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***Application form***

**………………………………………………………………………………………………**

***Deadline for submission of complete proposals:***

**28 FEBRUARY 2023, noon (Paris):**

**Instructions for preparation and submission of your application**

All the information relative to the modalities for submission and the people to contact with any questions are indicated in the [framework text](https://www.univ-amu.fr/en/node/8657)[[1]](#footnote-1)

This application is to be submitted online: <https://formulaires.univ-amu.fr/fr/public/amidex-candidature-appel-international-recherche-formation-2022-etape-2>

**Your submission should be written to allow its assessment according to the criteria defined in the framework text.**

At step 2, your application must include the following elements:

1. The application form below, completed (without modifications to the template)
2. The budget (use the Excel template supplied in the appendix, the file is locked so you only need to fill out some parts)
3. A letter of commitment from the director of the structure with which the scientific and technical leader is affiliated, attesting the capacity of the structure to undertake the administrative management of the project and detailing how this application fits within the structure’s strategy (for focus 1: head of the research unit, for focus 2: head of the faculty)
4. Letter of support from the international partner (at least from the main partner) or partnership agreement (required for focus 1, discretionary for focus 2)
5. Letters of support from the affiliated institutions including IC, EUR, or other relevant support as applicable (discretionary).
6. Self-assessment of the ethics and safety questions (discretionary)

Other documents supporting the project may also be included as appendices, in French or English (letters of support, other requests for funding/funding awarded, etc.).

How to fill out this application:

* The template of the present Word document must not be modified
* Font size: Calibri at least 11 (excluding appendices)
* Page format: A4
* Maximum page limit, exclusive of pages 1 to 3 and appendices: 25 pages
* **The application must be provided as a single PDF file including the budget and appendices**, not scanned, and without password protection.
* **Appendices** are limited to a maximum of 50 pages.
* The document must be written in **English**

Table of contents

[1. General information 4](#_Toc119400974)

[1.1. Project identification 4](#_Toc119400975)

[1.2. Scientific and technical leader for the project (STL) and internal structure with which they are affiliated 4](#_Toc119400976)

[1.3. Confidentiality 4](#_Toc119400977)

[1.4. Budget 4](#_Toc119400978)

[1.5. Partner(s) in project implementation from within the Aix-Marseille site 5](#_Toc119400979)

[1.3. External and international partners 5](#_Toc119400980)

[2. Abstract 6](#_Toc119400981)

[3. Quality and ambitions of the project 7](#_Toc119400982)

[3.1. Context 7](#_Toc119400983)

[3.2. Concept and aims of the project 7](#_Toc119400984)

[3.3. Presentation of the scientific and technical leader and of the project team 7](#_Toc119400985)

[3.4. Project positioning: 7](#_Toc119400986)

[3.5. Presentation of the partner(s) involved 7](#_Toc119400987)

[4. Implementation modalities 8](#_Toc119400988)

[4.1. Plan of action 8](#_Toc119400989)

[4.2. Steering and administrative management 9](#_Toc119400990)

[4.3. Project and partnership management 10](#_Toc119400991)

[4.4. Communication and dissemination 10](#_Toc119400992)

[5. Expected impact and returns 10](#_Toc119400993)

[5.1. Expected impact and returns 10](#_Toc119400994)

[6. Budget 10](#_Toc119400995)

[6.1. Detailed presentation of the budget for the project 10](#_Toc119400996)

[6.2. Overall justification of the budget 11](#_Toc119400997)

[7. Appendices to be included in the application 11](#_Toc119400998)

# General information

*Do you have modifications to highlight relative to the letter of intention that you submitted at step 1?* [ ]  No [ ]  Yes, If yes, please specify:

## Project identification

|  |  |
| --- | --- |
| Project title |  |
| Project acronym |  |

## Scientific and technical leader for the project (STL) and internal structure with which they are affiliated

|  |  |
| --- | --- |
| Surname and first name of the scientific and technical leader for the project (STL) |  |
| Contact details (E-mail) |  |
| Research unit *Unit with which the STL is affiliated* |  |
| Faulty or school (Name + Acronym)*with which the STL is affiliated* |  |

## Confidentiality

|  |  |
| --- | --- |
| Specific confidentiality requirement? | 🞎 Yes 🞎 No |
| If yes, reason and details of requirements |  |

## Budget

|  |  |
| --- | --- |
| Overall budget for the project (€) *(A + B)* |  |
| Assistance requested from A\*Midex (€) *(A)* |  |
| Other income and funding (€) *(B)* |  |

## Partner(s) in project implementation from within the Aix-Marseille site

*Add as many partners as necessary by adding lines*

|  |  |  |  |
| --- | --- | --- | --- |
| Type of structure | Name of structure | Name of contact person for the project within the structure | Status of partnership at start of project |
|  Please choose. |   |  |  Please choose. |
|  Select your choice |   |  |  Select your choice |

## External and international partners

*Add as many partners as necessary by adding lines*

|  |  |  |  |
| --- | --- | --- | --- |
| Type of structure | Name of partner structure | Country | Status of partnership at start of project |
|  Please choose. |   |  |  Please choose. |
|  Please choose. |   |  |  Please choose. |

# Abstract

*This (non-confidential) abstract may be communicated in the context of the selection process when seeking experts (Recommendation: 1500 characters including spaces)*

*It is recommended that you take particular care when presenting the objective of the project in order to:*

* *Encourage the acceptation of the role of expert by the people contacted so as to allow your proposal to be appropriately assessed.*
* *(If the project is retained) be able to publish it for communication and mediation ends, to be read by audiences outside the project’s disciplinary field. The text must therefore be as clear as possible, indicating the societal and/or technical challenges targeted.*

*French version*

|  |
| --- |
|  |

*English version*

|  |
| --- |
|  |

# Quality and ambitions of the project

## Context

*Briefly present the general context for and the challenges associated with the project, in scientific, pedagogical and partnership terms. (Recommendation: 1000 characters including spaces)*

## Concept and aims of the project

*Present the overall objectives of the project (scientific, in terms of training and partnerships), describe any novel aspects with respect to the topic, the state of current knowledge and/or related pedagogical and scientific advances. Indicate the pedagogical approach developed and its added value for the site and for students.*

## Presentation of the scientific and technical leader and of the project team

*Briefly present the scientific and technical leader for the project, the laboratory/faculty with which they are affiliated and the key lecturer-researcher(s) / researcher(s) / personnel involved. Any CVs should be included in the appendices.*

## Project positioning:

*For focus 1 indicate how the project fits within the scientific context of the Aix-Marseille site and the international scientific context, the value added to the research project by the training, the expected outcomes from the collaboration, and how the project aligns with the strategies of the main partners (Aix-Marseille and international)*

*For focus 2 indicate intersections with the priority research directions for the 2024-2028 training strategy, and with the pedagogical strategy of the team, the learning and teaching department and/or department and/or school*

## Presentation of the partner(s) involved

*Briefly present the external organisation(s) involved in the project, the reciprocal contributions of the partners in the project, the role and involvement of each partner.*

*For focus 1 in particular, describe the history of the partnerships (existing agreements, co-authorship, mobility, etc.) and demonstrate the multiple activities, describe the qualities and reciprocal contributions for the partners in the project (e.g., complementarity of expertise) and how the partnership is balanced.*

# Implementation modalities

## Plan of action

*Present activities in terms of objectives, tasks, deliverables, and criteria to measure success that can be used to evaluate the results at the end of the project. The schedule for and interdependencies between the various tasks may be presented in graphical form (e.g. Gantt diagram).*

*Insert as many Work Packages (WP) as necessary*

|  |
| --- |
| **Title of Work package 1 (WP1)**:  |
| Start[[2]](#footnote-2): | End3: |
| Objectives: |
| Description of the activity:  |
| Resources involved (including human, material, technical, financial, contributions of partners, etc.)  |
| Expected results (deliverables, indicators): |
| Comments / Analysis: |

|  |
| --- |
| **Title of Work package 2 (WP2)**:  |
| Start3: | End3: |
| Objectives: |
| Description of the activity:  |
| Resources involved (including human, material, technical, financial, contributions of partners, etc.)  |
| Expected results (deliverables, indicators): |
| Comments / Analysis: |

## Steering and administrative management

*Indicate which resources will be mobilised within the administrative team of the research unit/faculty or school, after consultation of the directors.*

*Experience of the research unit/faculty/school in project management (European, A\*Midex, ANR, etc.); financial management, management of human resources and recruitments, etc.*

**Administrative contact person**

|  |  |
| --- | --- |
| Surname |  |
| First name |  |
| Role |  |
| Contact details (E-mail + Phone) |  |
| Estimation of the level of experience in management of research/training projects: | [ ]  Beginner [ ]  Intermediate [ ]  Confirmed  |

**Financial manager**

|  |  |
| --- | --- |
| Surname |  |
| First name |  |
| SIFAC accreditation level  | [ ]  Polyvalent [ ]  SIFAC Web [ ]  SIFAC Qualified |
| Role |  |
| Contact details (E-mail + Phone) |  |
| Estimation of the level of experience in management of research/training projects: | [ ]  Beginner [ ]  Intermediate [ ]  Confirmed  |

## Project and partnership management

*Describe the modalities of coordination of the project and of the partners’ collaboration, the principles of organisation, and the resources allocated to monitor and track implementation of the project.*

## Communication and dissemination

*Describe the communication and dissemination plan, in particular the actions aiming to improve visibility of the project at the relevant scales (schedule, communication supports, networking, etc.).*

|  |
| --- |
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# Expected impact and returns

## Expected impact and returns

*Describe the expected impact for the Aix-Marseille site (pedagogical returns, dissemination within the site, interactions with other major projects on the site), the impact on international visibility and positioning of the Aix-Marseille site, and the perspectives for renewal*

*For focus 1 also describe the returns for the themes developed at the level of the Aix-Marseille site and how they fit within growing national, European, and international trends*

*For focus 2 indicate the perspectives for long-term continuation of the project within the institution*

|  |
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# Budget

## Detailed presentation of the budget for the project

*Include the budget in the application as Appendix 1, using the model provided.* ***This document must be filled out with the help of the financial manager selected to monitor the project, if this focus is retained, or of an administrative manager from the research unit.*** *They will help the applicant scientific and technical leader to link each expense to a broader category of costs.*

## Overall justification of the budget

*In addition to the table, provide any general comments justifying the projected use of the financial resources and the links between A\*Midex funding and other sources of funds, as well as details on any partner co-funding.*

# Appendices to be included in the application

**Appendix 1 (required):** Budget according to the model available for [download](https://www.univ-amu.fr/fr/public/appel-projet-international-2022-recherche-formation) on the call page[[3]](#footnote-3)

**Appendix 2 (required):** Letter of commitment from the director of the research unit (for focus 1) or the director of faculty (for focus 2)

**Appendix 3 (required for focus 1):** Letter of support from the international partner (at least from the main partner) or partnership agreement

**Optional appendix:** Letter(s) of support (discretionary) from the affiliated Aix-Marseille Université institutes, Instituts Convergence, University Research schools or other relevant support, as applicable

**Optional appendix:** Self-assessment of the ethics and safety questions

**List any other appendices**

1. <https://www.univ-amu.fr/en/node/8657> [↑](#footnote-ref-1)
2. Example. M1, M6 etc. for month 1, month 6. [↑](#footnote-ref-2)
3. https://www.univ-amu.fr/fr/public/appel-projet-international-2022-recherche-formation [↑](#footnote-ref-3)