TD-Lab Funding Program

**>> application form <<**

Please send your application by email to [td-lab@berlin-university-alliance.de](mailto:td-lab@berlin-university-alliance.de) with the subject "TD-Lab Funding Program Application". The submission deadline is 31 October 2024, 23:59 CET.

In principle, the call for funding is open to topics. Nonetheless, at least three of the maximum 15 projects are to be funded on the topic of water. Please select your thematic focus.

**1. General information**

|  |  |
| --- | --- |
| 4-digit code | *Create the code according to the following scheme:*  *Letter-Letter-One-Digit Number-One-Digit Number* |
| Title of the work package/project |  |
| 3-5 keywords of your work package |  |
| Thematic focus | O Thematically open O Water |

**2. Applicant(s)**

*If more than one person is the applicant, copy the table for the person-specific information and paste it below the table already provided. Please indicate the contact person through whom the communication should take place during the selection process and in the case of funding.*

|  |  |
| --- | --- |
| Gender (m/f/d) |  |
| Title |  |
| First name(s) |  |
| Last Name(s) |  |
| E-mail address |  |
| University |  |
| Faculty or Central Institute |  |
| Department or Institute |  |
| Position |  |

**3. Confirmation of a current employment relationship**

I, *[please enter your full name] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,* confirm that I have an employment contract with one of the four partners of the Berlin University Alliance during the funding period from January 15 to July 15, 2025, namely with *[please enter the university where you are employed]* ­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

*!! Note: Please note the maximum number of words per section. If this is exceeded, the application cannot be considered for formal reasons.*

1. **Abstract**

*Please write an abstract of your participatory and/or transdisciplinary work package (max. 200 words).*

**1. Objectives of the participatory and/or transdisciplinary work package**

*Please describe the goals of your participatory and/or transdisciplinary work package. Refer to (a) the project that is to be supplemented by the proposed work package and b) the goals of the call for funding (method development, knowledge interest, project development) (max. 300 words).*

**2. Methods and formats**

*Describe formats and methods that you would like to use in your work package. Justify the choice of formats and methods in relation to the goals you want to achieve with the work package (max. 300 words).*

**3. Scientific and social added value**

*Please describe the scientific and societal added value you want to achieve with the planned participatory and/or transdisciplinary work package. Refer to a) research gaps and b) societal challenges (max. 300 words).*

**4. Cooperation with non-scientific actors**

*Please describe which non-scientific actors you plan to either a) actively involve in your work package or b) if your work package is to have a preparatory character, how you will involve them in your project after the end of the funding period. Please outline, how you will proceed with the selection of actors (max. 300 words).*

**5. Timeline**

*Please give an overview of the planned work steps or sub-measures in your planned work package as well as the time required for them. Use a simple table or a Gantt chart for this.*

**6. Financial plan**

*Please list all planned expenses for your work package in the table below to calculate the requested total amount. You can add to the table according to your needs. Please delete the examples listed in the table (in grey letters) – they are for explanation purposes only.*

|  |  |  |
| --- | --- | --- |
| **Position** | **Receiver** | **Cost** |
| Fee | Trainer xy | 500€ |
| Allowance | Representative of an association | 300€ |
| Hire | Name Venue | 600€ |
|  |  |  |
|  |  |  |
|  |  |  |
| **Total** |  | **xy** |

**7. References**

*Provide a list of a maximum of 10 references relevant to the proposed work package. These can be subject-related, methodological or definitional.*