



SPP 2299 ‘Tropical Climate Variability and Coral Reefs’ (SPP 2299) – Information on submitting a proposal

Round table, 15. – 16.01.2025

General information

- Call for proposals **already out**
- Deadline for proposals **1. April 2025**
- Review panel in **September 2025**
- funding starting appr. **beginning of 2026**
 - Bridge funding if necessary for renewal proposals

➤ **Elan-account**

- No proposal submission without registration!
- All proponents must be registered!

➤ **Elan proposal submission**

- New proposal: proposal submission → new project → priority programmes
→ find SPP 2299 in the list
- Renewal proposal: proposal submission → proposal overview / renewal proposal → find the project, for which you want to submit a renewal proposal

Links for templates

- Guidelines Priority Programmes (DFG form 50.05 – 03/24) - https://www.dfg.de/formulare/50_05/50_05_en.pdf
- Guidelines Research Grant Programme (DFG form 50.01 – **06/23**) - https://www.dfg.de/formulare/50_01/50_01_en.pdf
- **New!** Proposal Preparation Instructions – Project Proposals (DFG form 54.01 – **03/24**) - https://www.dfg.de/formulare/54_01/54_01_en.pdf
- **New!** Project description – project proposal (DFG form 53.01 – **03/24**) https://www.dfg.de/formulare/53_01_elan/53_01_en_elan.rtf
- AND: Supplementary Guide on SPP Homepage (Ergänzender Leitfaden)

Necessary documents to submit

- **Summary** in German and English (max. 3000 characters, including spaces)
- **Project description (English):** DFG form 53.01 – **03/24**
- Budget plan please also in German! (in a separate document)
- For each applicant: **CV (English) DFG form 53.200 – 03/23**
- **Cooperation agreements** where necessary
- After submission: **Data and commitment declaration** (Daten- und Verpflichtungserklärung) needs to be signed and sent back
- **Resubmission:** please include letter (English!) with some remarks about the changes

FMM (frequently made mistakes): missing documents

Persons involved in the project

We distinguish between:

- **applicants** = persons who ask for funding and will get a DFG reference number => only persons in Germany!
- **co-applicants** = scientists (in Germany) with significant project responsibility; will later be listed in GEPRIS!
- **cooperation partners** = scientists outside Germany; will also be listed in GEPRIS

Within the proposal you can also list cooperation partners in Germany.

FMM: too many co-applicants (who are really cooperation partners)

Project description

- The submitted proposals should be written in a generally understandable way
- **Page limitation:** max. 17 pages for the project description **plus** max. 8 pages for supplementary information on the research context
- **Font type** "Arial", **Font size** 11
- Please keep all headings and rather put „*not applicable*“

FMM: wrong template

Project description

Some details

1. Starting Point

State of the art and preliminary work

⇒ Submission of renewal proposal: please include the results of the first phase of your project here => no obligation for individual final report

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2.5 Relevance of sex, gender and/or diversity

See **checklist** on homepage: [DFG, German Research Foundation - Relevance of Sex, Gender and Diversity in Research](#)

FMM: simple description of diversity of the research group

Project description

Some more details

3. Project- and subject-related list of publications

➤ In general:

- Submitted articles can be listed when manuscript is included
- A **maximum of ten** of your own works cited may be highlighted (**bold**)

FMM: work in preparation is listed

not all authors are listed (et al)

Project description

Supplementary information on the research context (max. 8 pages)

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4.1.5.2 Risks in international cooperation

See homepage [DFG - Deutsche Forschungsgemeinschaft - Mögliche Risiken in der internationalen Zusammenarbeit](#) (only in German)

FMM: „not applicable“ while cooperation is planned e.g. with Russia

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4.1.6 Considerations on aspects of ecological sustainability in the planning and implementation of the project

see Sustainability Guide for Research Processes and Catalogue of guiding questions on homepage: [DFG, German Research Foundation - Sustainability Guide for Research Processes](#)

Guiding Questions about

Travel considerations, Methodology and Design Considerations, Computing Considerations, Equipment Procurement and Operational Considerations

FMM: „not applicable“ => not accepted

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4.5 Researchers in Germany with whom you have agreed to cooperate on this project

Please list here also planned cooperation within the SPP

Project description

Requested modules/funds

Funding for staff

- Please see DFG Personnel Rates for 2025 (DFG form 60.12 – 01/25)
- PhD positions up to 75%

Support staff

- Total requirements according to local rates, please list time intervals as well

Funding for analyses

- Proportionate consumables – no personnel, equipment depreciation, maintenance

Publication costs up to 750 € / year

FMM: different budget in proposal and Elan

CV Template

- **DFG form 53.200 – 03/23**
- ***Supplementary Career Information***
 - If you wish to provide relevant, **confidential information** on your personal situation (e.g. illness, disability or other hardship) in the context of your proposal, please only/also use **the separate [DFG form 73.01](#)**
- ***Scientific Results Part A required, Part B optional***
 - **category A:** peer-reviewed journals etc. => Max. ten most important publications
 - **category B:** any other form of published results => max. 10 more

FMM: too many publications are listed; publications in wrong category; work in preparation is listed; (DFG form 73.01 is missing)

In General

Own position

Not yet PhD? => project proposal with own position is already possible

➤ **Requirements:**

- Dissertation submitted to examining body (submit confirmation!)
- Submit dissertation as well as statement from the supervisor
- Funding possible only after completion of PhD

➤ **Own position on part-time:** only due to family reasons or longer sickness

➤ **Resubmission of proposal with own position:** don't forget to submit an updated employer declaration (Arbeitgebererklärung DFG form 41.027 – only in German!)

FMM: employer declaration signed by wrong person (Please sign e.g. dean's office, personnel administration)



Further information

Temporary employment

- Please make sure that you are employed for at least 1/3 of the project time
- Please also make sure, that afterwards somebody else can take over responsibility

Experiments on animals

- Declarations of commitment in Elan
- In addition: describe the experiments in the proposal:
 - Implementation of the 3Rs Principle (*Replacement, Reduction, Refinement*)
 - Please consider „Animal Experimentation in Research; The 3Rs Principle and the Validity of Scientific Research”

Convention on Biological Diversity (CBD)

- More information on webpage of Permanent Senate Commission on Fundamental Issues of Biological Diversity

At the end ... final report(s)

At the end of phase 1

final reports for all projects that do not want to continue their projects are necessary (see funding letter or use new template 3.06); more information: [DFG, German Research Foundation - What are the requirements for final reports on proposals submitted under general research funding programmes?](#)

=> If renewal proposal is submitted, no report is necessary

At the end of the SPP, the following reports have to be submitted:

- Reports from all individual projects of 2. phase
- Final report by coordinator including information (1-2 pages) from all individual projects that have been funded during both phases

Some more important information

- All submitted proposals will be sent to the coordinator by DFG
- Special information can be found in the supplementary guide (Ergänzender Leitfaden) on SPP Homepage
- Contact information at DFG
 - Formal questions: Ute Bennerscheid ute.bennerscheid@dfg.de
Tel: 0228/885-2455
 - Scientific questions: Dr. Ismene Seeberg-Elverfeldt ismene.seeberg-elverfeldt@dfg.de Tel: 0228/885-2825



DFG

Thank you for your attention

Further information

- <http://www.dfg.de>
- <http://www.dfg.de/foerderatlas>
- <http://www.dfg.de/gepris>
- <http://research-explorer.de>