Full Proposal NWA thematic programme

 Theme: Thuis in verschillende woonvormen

|  |
| --- |
| *You may include an image on this front page****How to fill out this application form?****This application form consists of six sections. Each section contains further clarification and notes on how to fill the different parts. When writing your proposal, please be specific, and provide only information that applies to the proposal and its objectives and take into account that it will be assessed by a broadly composed selection committee (members with a scientific and/or societal background). Please adhere to the following rules when filling out this application form:** *Remove examples and comments (in italic) before converting the application to PDF and submitting it;*
* *Use the Calibri font at font size 9.5 and do not change the margins (2,5 cm, all directions) and spacing;*
* *You may use subheadings.*
* *The overall limit for the number of pages for section 2 - 3 is 25 pages*
	+ *For each work package (section 3.3), the page limit is 1 page. There is no limit to the amount of work packages.*

***Elaboration of the Impact Plan approach in your full proposal****NWO offers all consortia planning to submit a full proposal additional guidance in elaborating the impact plan approach in the full proposal by means of an online workshop or e-learning workshop that you (with your consortium partners) attend at a time that is most convenient for you. More information about this workshop can be found on the website.* *For more information about the Impact Plan approach, please consult the website* [*https://www.nwo.nl/en/impact-plan-approach*](https://www.nwo.nl/en/impact-plan-approach)***Instructions regarding attachments****The following attachments should be uploaded in MijnZonMw separately from the full proposal form:* * *Budget form: A specified budget proposal of the project should be uploaded in the online MijnZonMw system. The funding should comply with the European legislation for state support and tendering. A compulsory Excel template is available on the funding page of the Thuis in verschillende woonvormen call and must be uploaded as an Excel file. The budget form is compulsory and will be made available to the committee.*
* *Declaration of commitment: Cooperation partners should provide a declaration of commitment in which they state their reasons for acting as a cooperation partner in the research and what their role within the project will be. Please upload each declaration of commitment as a separate file. This information will be made available for the committee.*
* *Letter(s) of support (if applicable): For each co-funder a letter of support regarding the co-funding should be submitted. In a letter of support, the co-funder expresses their support for the project and confirms the co-funding pledge and the agreements with respect to intellectual property and publications as stated in the proposal. Please upload each letter of support as a separate file. Support letters are compulsory and will be made available for the committee. Please note that a letter of intent is not valid.*

***Submission****Please submit the full proposal to ZonMw (pdf format is required!) via the online application system MijnZonMw, which can be accessed via the ZonMw and/or NWO website. The proposal must be submitted from the account of the main applicant.**PLEASE NOTE: If the full proposal, together with all attachments, is not correctly and timely submitted, it will not be considered in the further assessment process.**For any technical questions regarding submission, please contact the MijnZonMw helpdesk (servicedesk@zonmw.nl).* ***Deadline for submitting the full proposal: 5 march, 2024, 14.00.00 hours CE(S)T*** |
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Overview

## Application details

|  |  |
| --- | --- |
| Title of the proposal\* |  |
| Main applicant |  |
| E-mail |  |
| Position\*\* |  |
| Type of position\*\*\* |  |
| Primary NWA route applicable to the research proposal\*\*\*\* | Select a route |
| Secondary NWA route(s) applicable to the research proposal (if applicable) | Select a route |
| Keywords (max. five)\*\*\*\*\* |  |
| Budget requested |  |

*\* This title should be the same as the title you enter in ISAAC.*

*\*\* The main applicant should be in the possession of a PhD degree or have a lector/senior researcher appointment.*

*\*\*\* The main applicant should hold a permanent position or a tenure track position at one of the listed knowledge institutions (see call for proposals section 3.1.1).*

*\*\*\*\* See call for proposals section 2.1.* The NWA 25 routes can be found on the website <https://2.wetenschapsagenda.nl/overzicht-routes/>

*\*\*\*\*\* You should enter the same key words in ISAAC.*

## Summary

*Provide a general summary of the research project in approximately 250 words. Incorporate the following points: i) Which problem(s) will be solved? ii) Which scientific and societal breakthroughs are aimed for?*

## Consortium partners

*Specify the main applicant, co-applicants, cooperation partners and co-funders (if applicable) in the tables below. Please note that the expertise should be given in (a few) key words. Full descriptions can be provided in section 2.3.*

|  |
| --- |
| **Main applicant** |
| *Name, title(s)* | *Organisation* | *Position* | *Expertise (in key words)* |
|  |  |  |  |

|  |
| --- |
| **Co-applicants\*** |
| *Name, title(s)* | *Organisation* | *Position* | *Expertise (in key words)* |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

*\*Add a row for each co-applicant.*

|  |
| --- |
| **Cooperation partners\*** |
| *Name, title(s)* | *Organisation* | *Type\*\** | *Sector\*\** | *Expertise (in key words)* |
|  |  | Select type. | Select sector. |  |
|  |  | Select type. | Select sector. |  |
|  |  | Select type. | Select sector. |  |
|  |  | Select type. | Select sector. |  |
|  |  | Select type. | Select sector. |  |

*\*Add a row for each cooperation partner.*

*\*\* Please select the organisation type and sector of the cooperation partner.*

|  |
| --- |
| **In case of international cooperation partner(s)\*** |
| *Name organisation* | *Host country* | *Type* | *Sector\*\** | *Expertise (in key words)* |
|  |  | Select type. | Select sector. |  |

*\*Please add a row for each international cooperation partner.
\*\* For monitoring purposes, please select the organisation type and sector of the cooperation partner.*

|  |
| --- |
| **Co-funders\* (if applicable)** |
| *Organisation* | *Expertise (in key words)* | *Type\*\** | *Sector\*\** | *In cash or in kind* |
|  |  | Select type. | Select sector. |  |
|  |  | Select type. | Select sector. |  |
|  |  | Select type. | Select sector. |  |

*\*Add a row for each co-funder.*

*\*\* Please select the organisation type and sector of the organisation. For more information regarding the classifications of businesses, see the website of RVO:* [*https://www.rvo.nl/subsidies-regelingen/subsidiespelregels/aanvraag-indienen/mkb-toets*](https://www.rvo.nl/subsidies-regelingen/subsidiespelregels/aanvraag-indienen/mkb-toets)

# Project description

*Please also consult the website on* [*https://www.nwo.nl/en/impact-plan-approach*](https://www.nwo.nl/en/impact-plan-approach)

## Problem statement

*Defining the problem together is the first step in the engagement with partners and stakeholders.*

### Societal problem and fit NWA route(s)

*What is the societal problem that your project addresses? State the problem such that it relates clearly to the proposed research activities.*

*Please include a description of the fit within (parts of) one or more routes of the NWA (more info on the NWA routes can be found* [here](https://2.wetenschapsagenda.nl/overzicht-routes/)*).*

### Causes

### *What are the causes of the societal problem? Which (part of) these cause(s) is related to a lack of knowledge?*

### Assumptions on problem statement and causes

### *Specify at least three assumptions that are made in the formulation of the societal problem and it causes.*

* *Assumption 1*
* *Assumption 2*
* *Assumption 3*

## Societal Impact

*Societal impact may be achieved by building on excellent scientific results. Desired scientific impact may be described in section 2.6.*

### Societal impact

*Please describe what societal impact the consortium aims to achieve. Please see Figure 2 for the definition.* *This needs to be more than just a general statement of a mission or goal – it needs to be a detailed picture of the desired societal change, that relates convincingly to the research focus and is at the same level as the problem defined in 2.1.1.*

### Assumptions

*Specify at least three assumptions that are made in the formulation of the societal impact.*

* *Assumption 1*
* *Assumption 2*
* *Assumption 3*

### Alignment with NWA programme

*Please describe the alignment with the NWA programme Thuis in verschillende woonvomren and the objectives as described in section 2.1 of the call for proposals.*

## Consortium and external stakeholders

*Exchanges between researchers and with other stakeholders[[1]](#footnote-1) in which knowledge is generated and valued that is both scientifically robust and societally relevant are called productive interactions.* *Productive interactions start with the identification of partners that should be part of the consortium as well as external stakeholders; the composition of the consortium and engaged stakeholders should be reflected on continuously. Specific activities to facilitate productive interactions are described in section 2.7.*

### Consortium composition and productive interactions

*Please give a description of the consortium, including main applicant, co-applicants and cooperation partners and co-funders (if applicable). Indicate which research partners along the knowledge chain and societal partners you bring together. Include description of:*

* *the complementarities in the (disciplinary) expertise and why these are vital for tackling the problem and contributing to the societal impact as described in 2.2.*
* *how the proposal is rooted in the needs of consortium partners and how they were involved (role and contribution) in the proposal development (co-design)*
* *the added value of involving consortium partners within research execution and how this will be done (co-creation)*
* *in the case of international cooperation partners, substantiate that the expertise concerned is not available in the Netherlands.*

Diversity of the consortium

*Describe shortly how the consortium takes into account diversity aspects such as gender and age.*

### External stakeholders (and productive interactions)

*Please list the stakeholders that are relevant to the project but not part of the consortium and their specific expertise. Include a description of:*

* *the complementarities in the (disciplinary) expertise and why these are vital for tackling the problem and contributing to the societal impact as described in 2.2.*
* *how the proposal is rooted in the needs of the listed stakeholders and how they were involved (role and contribution) in the proposal development (co-design)*
* *the added value of involving the listed stakeholders within research execution and how this will be done (co-creation).*

## Impact Pathway

*Present how the contribution of the research to the desired societal impact (as formulated in section 2.1) is assumed: address the following questions and include the answers in the pathway diagram in Format A (see annex).* *See figure 2 for reference. Please define indicators at the level of output and outcome: limit the amount of indicators and formulate them SMART.*

*It is advised to complete the diagram in a joint consortium effort and with stakeholders.*

***Output*** *relates the most direct and immediate* ***insights*** *of a research program*

***Outcome*** *relates to changes in behaviour, relationships and activities of consortium partners and stakeholders resulting from the exchange of knowledge and the uptake of research output.*

***Societal Impact*** *relates to cultural, economic, industrial, ecological or social changes that are entirely or in part the consequence of knowledge and expertise generated by research.*

*Time*

*Figure 2: Impact Pathway (remove this figure in your application).*

### Outcomes

*Which* ***changes in behavior, partnerships and activities*** *(outcomes) of which consortium partners and stakeholders outlined in section 2.3.1 and 2.3.2 are required for the societal impact to be achieved? Try to be specific, refer to departments and individuals rather than organisations.*

### Assumptions on outcomes

*Specify at least three assumptions that are made in the formulation of outcomes, and relation between outcomes and impact.*

* *Assumption 1*
* *Assumption 2*
* *Assumption 3*

### Output (immediate insights)

*Which direct and immediate* ***types of insights*** *resulting from project activities (output) do consortium partners and stakeholders need to be able to change their behaviour, partnerships and activities? These insights are the starting point for defining how the research may contribute and which research questions, set-up and methodology are thus needed.*

### Assumptions on output

*Specify at least three assumptions that are made in the formulation of output, and on the relation between outcomes and output, and on the relation between project activities and outputs.*

* *Assumption 1*
* *Assumption 2*
* *Assumption 3*

## Objectives and research questions

*Please describe the objectives and research questions guiding the project.*

## Scientific impact

*Please describe which scientific impact is expected and how the consortium will aim to achieve this impact.*

## Strategic activity planning

*Please provide a strategic planning containing the activities that will be undertaken to achieve relevant outputs, as well as to enhance the potential for outputs leading to outcomes. All activities described should fully align with outputs and outcomes as described in the Impact Pathway.*

*Please complete all sections below:*

* 1. Stakeholder engagement

*Provide the objective of the stakeholder engagement strategy and specify the timing, purpose and type of activities that are foreseen. Please note that the stakeholders referred to here should correspond with stakeholders mentioned in the Impact Pathway.*

* 1. Communication

*Provide the objective of the communication strategy and describe how communication between the consortium partners, with the stakeholders and with wider audiences is organised. Specify the timing, purpose, means and type of activities for communication. Please note communication is understood as a two-way process and does not equal dissemination.*

* 1. Monitoring & Evaluation

*Provide the objective of the Monitoring & Evaluation strategy and describe how activities will be monitored and how a reflective approach will be facilitated, also by adjusting the Impact Pathway throughout. Specify the timing, purpose and type of activities.*

* 1. Capacity strengthening

*Provide the objective of the capacity development strategy. Capacity development is the process through which individuals, organizations and societies obtain, strengthen and maintain the capabilities to set and achieve their own development objectives over time. Describe whose and which capacities need to be strengthened to enhance the potential for outcomes as described in the Impact Pathway. Specify the timing, purpose and type of activities.*

# Work plan

## Project structure and coherence

*Please describe the overall structure of the work plan including how work packages inter-relate (by a Pert chart or similar) and contribute to the overall project objectives (2.5). Make clear how synergy between work packages and coherence in the project is guaranteed. The project management can be described in 3.3.*

## Approach / methodology

*Please describe which research methods and techniques will be used and why you have chosen these specific methods and techniques.*

## Work packages

*Please provide a description of the work packages including the role of consortium partners and stakeholders, division into tasks, and description of the output. Please use the work package table below to provide this description. Please use a separate table for every work package (you can copy and paste the table below). There is no limit to the number of work packages.*

|  |  |
| --- | --- |
| Work package number |  |
| Work package title |  |
| Work package leader |  |
| Involved partners |  |
| Start date  |  | End date |  |
| Objectives (*in relation to the overall project objectives*) |
| Methodology |
| Productive interactions (co-design and co-creation) *Describe the overall role of consortium partners and stakeholders in the WP and, where applicable, the in-kind contributions and show how contributions form an integral part of the WP. Describe the strategic impact activities for this WP (see 2.7).*  |
| Description of research activities *(division into tasks, including responsible partner and role of other partners)* |
| Contribution to project*Describe how this work package will contribute to the Impact Pathway of the whole project)*  |

## Risk assessment and contingency plan

*Identify possible societal, scientific and financial risks that could stand in the way of the project’s success. Explicate how falsification of assumptions made (as described in section 2.1 – 2.4) could pose (a) risk(s). Provide a brief description of an alternative plan in case such unforeseen events occur.*

## Project management

*Please provide a description on the project management structure, decision making mechanisms and governance. Show how these elements are matched to the complexity and scale of the project. Project management is understood to include the optimal shaping of the organisation structure of the consortium, support of the consortium and the main applicant, safeguarding the coherency and harmonisation between the work packages, and progress and coherency of the project.*

## Justification of project budget

*Please see section 3.2 and Annex 6.2 of the call for proposals regarding which costs can be covered. Please provide here only a justification of the project costs and how the proposed expenditures in the various categories relate to the planned activities. A specified budget proposal of the project should be uploaded in ISAAC by completing the budget form. The mandatory template is available on the funding page of the Thuis in verschillende woonvormen call.*

# Data management and ethical aspects

## Data management

*Please complete the questions below. For more information, visit the website:* [*www.nwo.nl/en/research-data-management*](http://www.nwo.nl/en/research-data-management)

1. Will this project involve re-using existing research data?

[ ]  Yes: Are there any constraints on its re-use?

[ ]  No: Have you considered re-using existing data but discarded the possibility? Why?

If no, please briefly explain why; if yes, state any constraints on re-use of existing data if there are any.

1. Will data be collected or generated that are suitable for reuse?

[ ]  Yes: Please answer questions 3 and 4.

[ ]  No: Please explain why the research will not result in reusable data or in data that cannot be stored or data that for other reasons are not relevant for reuse.

1. After the project has been completed, how will the data be stored for the long-term and made available for the use by third parties? Are there possible restrictions to data sharing or embargo reasons? Please state these here.

4. Will any costs (financial and time) related to data management and sharing/preservation be incurred?

[ ]  Yes: Then please be sure to specify the associated expenses in the budget table of this proposal.

[ ]  No: All the necessary resources (financial and time) to store and prepare data for sharing/preservation are or will be available at no extra cost.

## Ethical aspects

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Not applicable | Not yet applied for | Applied for | Received |
| Approval from a recognised (medical) ethics review committee | [ ]  | [ ]  | [ ]  | [ ]  |
| Approval from an animal experiments committee | [ ]  | [ ]  | [ ]  | [ ]  |
| Permission for research with the population screening Act | [ ]  | [ ]  | [ ]  | [ ]  |

*If applicable, proof of approval will need to be sent to NWO before the start of your project.*

# Statements by the main applicant

## Other grant applications

*Please indicate below each proposal (to be) submitted to NWO or other funding agencies by you or by members of your research group or by your consortium partners on the same research topic as the current proposal. Describe the difference (give a percentage) of the current proposal with the other proposals. Please bear in mind that NWO does not fund the same/similar research twice. Copy and paste the table as many times as needed.*

|  |  |
| --- | --- |
| Title proposal: |  |
| Applicant(s): |  |
| Funding agency and call: |  |
| Budget applied for: |  |
| Date of submission: |  |
| Estimated date of decision: |  |
| Difference with this proposal (percentage): |  |
| Describe difference: |  |

## By submitting this form I declare that:

[ ] By submitting this application form, I declare that the main applicant and any other applicants are appointed at their host institute for the duration of the application process and for the project that is applied for.

[ ]  By submitting this application form, I declare that I and all individuals involved in this proposal satisfy the nationally and internationally accepted standards for scientific conduct as stated in the *Netherlands Code of Conduct for Research Integrity 2018 (Association of Universities in the Netherlands).*

[ ]  By submitting this application form, I declare that I have discussed the final version of this proposal with all individuals mentioned in this proposal as (intended) consortium partners. All such individuals mentioned are aware of and agree with their role and intended contribution to the project, should this be awarded funding.

[ ] By submitting this application form, I declare that all consortium partners mentioned in this proposal, especially the co-funders (if applicable), have taken notice of the rules for this call for proposals on Intellectual Property and publication (see section 3.5 of the call for proposals), including the conclusion of a project agreement between all consortium partners before the start of the project.

[ ]  By submitting this application form , I declare that I follow the NWO policy on [data management](https://www.nwo.nl/en/policies/open%2Bscience/data%2Bmanagement).

[ ]  I have completed this application form truthfully.

Name:

Place:

Date:

Before you submit the proposal in ISAAC you will be asked to confirm again that you have completed the form truthfully.

--------------------------------------------------------------------------------------------------------------------

Please submit the application to NWO (pdf format is required!) via the online application system ISAAC, which can be accessed via the NWO website. The application must be submitted from the account of the main applicant. For any technical questions regarding submission, please contact the ISAAC helpdesk (isaac.helpdesk@nwo.nl).

# List of literature references

*Citation in APA format*

Format A: Pathway Diagram

*Please note the lay-out of the diagram is indicative; variations are allowed, as long as all boxes of the diagram remain included. We recommend to limit the diagram to a maximum of one page, for it to present only key elements. If absolutely needed the length could be extended to two pages maximum.*

Output 1

Output 2

Output 3

Output 4

Output 5

Output 6

Outcome 1

Outcome 3

Outcome 2

Outcome 4

Outcome 7

Outcome 5

Outcome 6

Impact 1

Impact 2

Impact 3

Output

Outcomes

Impact

Impact pathway Indicators

*Formulate SMART indicators for the output and outcomes (Specific, Measurable, Achievable, Realistic, Time-related). Indicators illustrate how success will be recognized at each step in the pathway to impact. It enables verifying if the research project is ‘on track’ and where it can improve, it helps to steer and manage the research program. Indicators, especially of outcomes, can also be adjusted or made more specific during the execution of the project, since they are also part of the reflective approach (the impact pathway, including indicators, are not set in stone). No indicators need to be formulated at the Impact level.*

|  |  |
| --- | --- |
| **Output** | **Indicator** |
| *Output 1* |  |
| *Output 2* |  |
| *Output 3* |  |
| *Output 4* |  |
| *Output …* |  |
|  |  |

|  |  |
| --- | --- |
| **Outcome** | **Indicator** |
| *Outcome 1* |  |
| *Outcome 2* |  |
| *Outcome 3* |  |
| *Outcome 4* |  |
| *Outcome 5* |  |
| *Outcome …* |  |
|  |  |

1. Conducting a stakeholder analysis could be useful to identify which consortium partners and other stakeholders are key and need to be engaged in the formulation and execution of the project. Stakeholder analysis should be a joint effort with all consortium partners. A useful tool to conduct stakeholder analysis including power dimensions that may form the base for developing strategic engagement strategies is the Alignment Interest Infliuence Matrx (AIIM) developed by ODI. [↑](#footnote-ref-1)