

# Grant application pre-proposal form 2020

## NWO Talent Programme – Veni scheme

Applied and Engineering Sciences  
Social Sciences and Humanities  
ZonMw



Expand the 'Explanatory Notes' and read the pop ups marked ⓘ for information on terms, conditions and requirements

← Expand for general Explanatory Notes

### General notes

- The mandatory font is **Calibri, 9,5 point** font size. Use line spacing 1.
- **The use of hyperlinks is prohibited in all sections**
- **Do not mention H-indexes, impact factors, or any type of metric that refers to outlet-impact**
- Word counts include **all text**. Exceptions are explicitly mentioned.
- Provide only the requested information. When asked for personal details mention initials and last name, and refrain from mentioning first name(s).
- Please **make sure the Explanatory notes are not visible in the PDF version of your application**. In order to achieve this you may either remove the Explanatory note text boxes, or collapse the Explanatory notes in the word document before converting to PDF.

Before completing the grant application pre-proposal form, please study the information and guidelines provided in the explanatory notes provided throughout the form and the NWO call for proposals on the Innovational Research Incentives Scheme - Veni 2020 and the FAQ ('Frequently Asked Questions'). You can download these texts from the [Veni website](#) or in ISAAC. The call for proposals will be available for download early June 2019. The original Dutch-language text of the call is the authoritative version. Where the English-language text is open to a different interpretation, no additional rights may be derived from it.

**Please note that PDF format is required for all documents.** To fill out the application form, you are free to use programs other than Word (e.g., LaTeX), as long as you preserve the form's overall structure, lay-out and font type.

Please submit your application pre-proposal form and embedding guarantee, using [the ISAAC system](#) (<https://www.isaac.nwo.nl>) for applications to Applied and Engineering Sciences (AES) or Social Sciences and Humanities (SSH). If applying to the Netherlands Organisation for Health Research and Development (ZonMW), please use [Mijn ZonMW](#) (<https://mijn.zonmw.nl>).

Note that ISAAC and Mijn ZonMW may use a session timeout. Save your application data regularly and avoid long sessions with periods of inactivity.

When you submit a pre-proposal in ISAAC you are required to fill out the **"Abstract"** section. Please fill out this section using the pre-proposal research idea (max 50 words).

Completed pre-proposal forms and embedding guarantees must be converted to PDF before submission. In order for ISAAC and Mijn ZonMW to process the application data properly, all submitted PDF files must be free of security locks and bookmarks. If you do not know how to convert your application to PDF format, allow extra time to get help from your institution's computer support department or from the application system help desk (see below).

The deadline for submitting your pre-proposal application (i.e., the pre-proposal application form and embedding guarantee) is **3 September 2019, 14:00 hrs** (Central European Summer Time). This means that you must have filled out all the information fields, uploaded all the documents, and have clicked the 'submit' button **before** 14:00 hrs (CEST). **Applications received after the deadline are automatically disqualified.**

Complete the application entirely in **English**. Do not exceed the stated maximum number of words for each section of the form. If you exceed the stated maximum number of words or if you fail to supply the necessary documents, your application may be disqualified from the competition.

If you have any questions about the application form or application process, please do not hesitate to contact the program coordinator of your domain. Contact details can be found at <http://www.nwo.nl/vi/contact>.

You will receive a confirmation of the eligibility of your submission —i.e., whether it complies with all formal requirements— within approximately two weeks after the submission deadline.

For any technical questions regarding submission, please contact the relevant helpdesk:

ISAAC: [isaac.helpdesk@nwo.nl](mailto:isaac.helpdesk@nwo.nl) or +31 20 346 7179

Mijn ZonMw: [servicedesk@zonmw.nl](mailto:servicedesk@zonmw.nl) or +31 70 349 51 78

## 1. Institution and field of research

### 1a. NWO domain (Choose one)

- ☐ Applied and Engineering Sciences (AES/TTW)
- ☐ Social Sciences and Humanities (SSH/SGW)
- ☐ Health Research and Development (ZonMw)

### 1b. Main field of research ⓘ

	Field of research:	Code:
Main field of research:		
Other field(s) of research (if applicable):		

### 1c. Prospective host institution ⓘ

Host institution:	
Research group:	

## Notes 1b. Main field of research

Fill out one or more research fields that correspond to the subject of your research proposal.

If you have selected [AES](#) or [SSH](#) under 1a, you can only refer to the listed research fields listed on the NWO research field list, using the exact names and codes: [www.nwo.nl/researchfields](http://www.nwo.nl/researchfields). Note that SSH uses [disciplinary assessment panels](#). For SSH applications please make sure that your main research field matches the assessment panel of your choice.

Please fill out the exact same information in the ISAAC system on the tab “General Information” (*Algemeen*) section “Research fields” (Disciplines) before submitting the full proposal.

In case of applications to [ZonMw](#), please choose the most relevant options. For the main research field you can only refer to the ZonMw research field list, available as a download on [the ZonMw website](#). For the additional research fields you can use the disciplines from the ZonMw and NWO discipline list [www.nwo.nl/researchfields](http://www.nwo.nl/researchfields).

Also note that in the ISAAC system, you do not fill in the code but only the research field. For example, if your main field of research is business administration you fill out the following:

- In the application: 39.90.00, Business Administration;
- In ISAAC: Business Administration.

NB: ISAAC will list the research fields in the language of correspondence you have previously indicated (English or Dutch). You must search for your research field(s) in the language you selected (e.g., Business Administration or Bedrijfskunde).

## 2. Curriculum Vitae and Research Idea – Max. 6 pages

### 2a. Academic profile ⓘ

Weight: 45%

(Min 400 words - max. 700 words)

### 2b. Research idea ⓘ

Weight: 5%

(Max. 50 words, excluding the title)

### 2c. Key output ⓘ

Weight: 50%

(Max. 10 items. Min. 400 words - max. 700 words, excl. output titles and references to the output)

## Notes 2a. Academic profile

- The word count includes all text used in section 2a, including – but not limited to - references, footnotes, text in figures, figure captions and tables.
- The use of hyperlinks is prohibited in all sections

Provide a comprehensive description of your academic profile **in narrative form**. You may focus on achievements (other than output) and address your research focus, research agenda and vision. You can describe your position in the (inter)national academic field, your motivation for conducting research and for this project in particular, and the academic and societal potential of your work.

The relevant elements in the description of your academic achievements depend on the particular field and on your personal situation. For certain applications to the domain Applied and Engineering sciences it may be relevant to also specify commercial contributions.

Examples of topics you may address are listed below. This list is meant as inspiration. You do not need to address all these topics and may choose to include others. Note: a narrative is requested rather than a list of items.

- Lines of (independent) research;
- Theoretical and/or methodological contributions;
- Collaborations and networking capabilities;
- International orientation and activities;
- Conference participation and organisation;
- Educational activities, e.g. the connection of research and education;
- Supervision of students, academic and non-academic staff;
- Relevance of research results and their position relative to societal topics;
- Knowledge utilisation, outreach and popularisation;
- Membership of scientific boards, editorial boards, and committees;
- Invited lectures;
- Prizes, awards and grants, and how the opportunities offered by grant(s) were used;
- Interdisciplinary activities;
- Administrative and managerial tasks;
- Contributions to open data and open science;
- Motivation for doing research in general and this project in particular;

*Please note that the focus of section 2a is not on publications nor on output indicators, as output can be addressed in section 2c. Do not use section 2a to refer to additional publications and do not mention total numbers of publications.*

## Notes 2b. Research idea

- The word count includes all text used in section 2b, excluding the title.
- The use of hyperlinks is prohibited in all sections

Please add a title above the description of the idea in Calibri, underlined, 10-point font size.

Provide a concise description of your research idea (topic and potential importance of the results) in no more than fifty words. You are encouraged to highlight the innovative character of your research idea.

In the Veni-preproposal the research idea is an indication of the topic and importance of the envisioned project, rather than a summary of a fully thought-out plan.

Note that the size and weighting of the research idea in the preproposal phase is in line with the aim: via the assessment of the pre-proposals, NWO selects the Veni target group. Veni funding is intended for researchers who belong to the best ten to twenty percent of their population, irrespective of their nationality and subject of research.

## Notes 2c. Key output

- Provide the references to your key output (max. 10) and a motivation for the selection of each of these output items. The motivation may not include mention of other publications by the applicant.
- The word count includes all text used in section 2c, except the output titles and references to the output items.
- Do not mention H-indexes, impact factors, or any type of metric that refers to journal/publisher-impact; the scientific content of a paper is much more important than publication metrics or the identity of the journal in which it was published. You may consider a broad range of impact measures directly related to the output item, including qualitative indicators of research impact, such as influence on policy and practice. You are encouraged to provide context for each motivation to support the assessment.
- The use of hyperlinks is prohibited in all sections

The maximum amount of output items is **ten**. Note that this does not mean that you are required to mention ten items. The Veni pre-proposal form is designed to accommodate all scientific disciplines. What is customary in numbers and types of output varies greatly between disciplines. The Veni committee will be asked to assess each candidate's selection of output in light of the culture and customs of the scientific field and in light of the candidate's effective research time. You are encouraged to include relevant information on the culture and customs of the scientific field in your narrative. Note that the domain SSH provides the committee with characteristics of publication cultures (see the [NWO website](#) for details).

Motivate your selection of key output. You may shortly describe the research, its impact and your individual contribution to the research/output. You are encouraged to explain, in your own words, why a particular output item is directly relevant to your academic profile and/or important to your scientific field and/or to other fields in or beyond science and/or to the research idea.

Output may include, but is not limited to refereed articles, non-refereed articles, letters (to editors), books, book chapters, pre-prints, patents, working papers, proceedings, conference reports, software, code and open access databases. You may mention all types of output that occur in your field. The status of your output must be clearly indicated.

For journal publications, book publications, and where possible all other output, provide the following information: the author(s) in the order as published, date, title of the publication, journal or series in which the publication appeared, volume, page numbers, and (if applicable) publisher and place. Do not use "et al.", so committee members and referees can see your position in the author list.

Mark open access publications and open access databases with "O".

Only list publications that have actually been published, are in print (which implies that you are able to mention page numbers or a Digital Object Identifier), are available as pre-print, or are unconditionally accepted. Clearly indicate the status of the publication.

Do not list publications that are still under review, and do not use the term "forthcoming" (or any derivative thereof) as its meaning is ambiguous. Note that book contracts are not considered unconditionally accepted publications and thus may not be mentioned, unless the definitive version of the book manuscript has been

unconditionally approved by the publisher.

NWO may request proof of the status of your output.

The Veni committee will be asked to ignore any mention of output that does not meet the guidelines.

## 3. Administrative details

### 3a. Personal details

Title(s), initial(s), surname(s):	
Postal address (for full duration of the round):	
Telephone:	
Mobile phone:	
Email address:	
Preferred language of correspondence (choose one):	<input type="checkbox"/> Dutch <input type="checkbox"/> English

### 3b. Master's degree ('doctoraal')

University/College of Higher Education:	
Main subject:	

### 3c. Doctorate

University/College of Higher Education:	
Starting date (dd/mm/yy):	
Date of PhD award (dd/mm/yy):	
Supervisor(s) ('Promotor(es)'):	
Thesis title:	

### 3d. Work experience since completing your PhD

Position	Period (date-date)	FTE	Position type (fixed term/permanent/ tenure-track/other)	Institution

### 3e. Months spent since completing your PhD (include a calculation) ⓘ

Experience	Number of months
Research activities	
Teaching	
Care or sick leave	
Administrative tasks	
Others (please specify):	

← Expand for Explanatory Notes on section 3

## Notes 3c. Doctorate

The date of PhD award is the day stated on your doctoral degree.

If you have not yet obtained your doctorate when you submit your Veni application, you must provide an official declaration that the thesis manuscript has been approved by the entire manuscript committee before the full proposal deadline.

Preproposals submitted by applicants that have not yet received their doctorate and have not yet submitted the declaration mentioned above at the preproposal deadline will be declared provisionally admissible (provided that all other requirements are met). Full proposals submitted by applicants that have not yet received their doctorate and have not submitted the required declaration before the full [proposal deadline](#) are not eligible for consideration.

## Notes 3d. Work experience since completing your PhD

List the dates of each appointment and indicate whether it was full-time or part-time (in FTE), whether it was tenured ('vast') or fixed-term ('tijdelijk'), and provide the name of the institution. Insert as many additional rows as needed.

The bottom row should contain your current position. Please indicate the contract type of your current contract and the position you hold. If you are not an Assistant Professor, Associate Professor or Full Professor, describe whether the position you hold is outside or within the academic sector.

## Notes 3e. Work experience since completing your PhD

The number of months you have spent on research will help the committee interpret your academic achievements and scientific output rounded up to the nearest whole number.

As an example, we have calculated the months spent since completing the PhD for the following sample. Your own calculation must be included in your application.

### Employment history

June 1999: Doctorate

- I. July 1999 – December 1999: unemployed.
- II. January 2000 – June 2003: 0.8 FTE position. 80% to be spent on research, 20% on education.
- III. July – December 2003: sick leave.
- IV. January 2004 – April 2004: maternity leave.
- V. May 2004 – December 2008: 1 FTE position. 60% to be spent on research, 20% on education, 20% on administrative tasks.
- VI. January 2009 – May 2010: 0.8 FTE position. 60% to be spent on research, 20% on education, 20% on administrative tasks.

### Calculation months of research

- I. 6 months "Other"
- II. 142 months \* 0.8 FTE position \* 0.8 spent on research = 27 months  
42 month \* 0.8 FTE position \* 0.2 spent on education = 7 months
- III. 6 months of sick leave
- IV. 4 months of maternity leave
- V. 56 months \* 1 FTE position \* 0.6 spent on research = 34 months  
56 months \* 1 FTE position \* 0.2 spent on education = 11 months  
56 months \* 1 FTE position \* 0.2 spent on administrative tasks = 11 months
- VI. 17 months \* 0.8 FTE position \* 0.6 spent on research = 8 months  
17 months \* 0.8 FTE position \* 0.2 spent on education = 3 months  
17 months \* 0.8 FTE position \* 0.2 spent on administrative tasks = 3 months

Experience	Number of months
Research activities	(26 + 33 + 8 =) 69
Teaching	(7 + 11 + 3 =) 21
Care or sick leave	(6 + 4 =) 10
Administrative tasks	(11 + 3 =) 14
Others (please specify):	6 (unemployed)

## Statements by the applicant

### Use of extension clause ⓘ

- ☐ No
- ☐ Yes, my extension was confirmed on: [date]

By submitting this form I declare that:

- ☐ I have completed this form truthfully;
- ☐ I satisfy the nationally and internationally accepted standards for scientific conduct as stated in the Netherlands Code of Conduct for Research Integrity 2018.

Name:

Place:

Date: