Hinweise zur Verwendung dieser Vorlage

* **Bitte beachten Sie die Vorgaben für Änderungsanträge laut Handbuch zum Betrieb eines JR-Zentrums**, das Sie auf der Website der CDG finden: <https://www.cdg.ac.at/dokumente/jr-zentrum/betrieb>.
* Diese Vorlage soll Sie bei der Antragstellung unterstützen, muss aber nicht zwingend verwendet werden.
* Die Vorlage dient als Richtlinie und soll an den jeweiligen Antrag angepasst werden.
* Gelb hervorgehobene Texte in der Vorlage bedeuten, dass eine Auswahl zu treffen ist oder der Text adaptiert werden muss. Vor der Einreichung entfärben Sie bitte den Text.
* Grün schattierte Texte sind Hinweise und müssen vor der Einreichung des Antrags entfernt werden.
* Eine Vorlage für die Zustimmungserklärung der Unternehmenspartner finden Sie auf der Website der CDG: <https://www.cdg.ac.at/dokumente/jr-zentrum/betrieb>.
* Formulare für neue Unternehmenspartner finden Sie auf der Website der CDG im Dokument CDG\_Unterlagen\_Unternehmen: <https://www.cdg.ac.at/dokumente/unternehmen>.
* Bitte löschen Sie diese Seite vor der Einreichung des Antrags.

Notes on the use of this template

* **Please note the requirements for proposals for changes according to the Handbook on the Operation of a JR Centre**, which can be found on the CDG website:

<https://www.cdg.ac.at/en/documents/jr-centre/operation>.

* This template is intended to assist you in submitting your proposal, but it is not mandatory to use it.
* The template serves as a guideline and should be adapted to the respective proposal.
* Text highlighted in yellow in the template means that a selection must be made or the text must be adapted. Before submission, please decolourise the text.
* Texts shaded in green are notes and must be removed before submitting the application.
* A template for the declaration of consent of the commercial partners can be found on the CDG website: <https://www.cdg.ac.at/en/documents/jr-centre/operation>.
* Forms for new commercial partners can be found on the CDG website in the document CDG\_Unterlagen\_Unternehmen: <https://www.cdg.ac.at/en/documents/company-partners>.
* Please delete this page before submitting the proposal.

Proposal for expansion/ budget increase / downsizing / budget reduction of the

Josef Ressel Centre for

XXX

Head of JR Centre: XXX

Host institution: University of applied sciences XXX

Duration of the JR Centre: dd.mm.yyyyy – dd.mm.yyyy

Commercial partner(s) involved in this proposal / New commercial partner(s): XXX

Existing commercial partners (not involved in this proposal): XXX

Duration of the requested change: dd.mm.yyyyy – dd.mm.yyyy

Place and date: xxx, dd.mm.yyyy

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Abbreviations

# Introduction

* Summary of the research of the JR Centre
* Development of the JR Centre to date and the current structure of the JR Centre
* Brief information on the requested change and justification for the requested change

# Proposed changes

***In case of expansions/budget increase:***

## State of the art and research challenges

Concise presentation of the state of knowledge and the current problems/research challenges on the topic of the JR Centre.

## Planned Research

* Objectives/Questions
* Methodology
* Innovation
* Integration into the existing JR Centre

***In case of downsizing / budget reduction:***

Presentation of the impact of the change on the JR Centre

# Research plan and time plan

Please take the research and time plan of your most recently approved application as a basis for changes.

* Detailed presentation of the new/changed work packages and milestones
* Overview of all work packages and milestones, highlighting the new/changed work packages and milestones

# JR Centre staff

* Overview on personnel planning
* Impact on existing staff
* For new staff: profile or short CVs

***If applicable:***

# Publications in the relevant field

List of previous publications by the Head of the Centre or the responsible staff members of the JR Centre in the relevant field.

***In case of new commercial partners:***

# Cooperation with new commercial partner

* Information on the new partner: business area, research tasks, relation to the topic, planned implementation of the results, benefits for the partner
* For foreign partners: Information on the benefit for Austria as a business/research location.
* Organisation of the cooperation

***If applicable:***

# Scientific cooperation partners

* Description of scientific cooperation partners relevant for this proposal.
* Please indicate whether these partners are to be funded by the requested budget of the JR Centre or not.

# Cost plan

* Before submitting the application: In case of a proposed new commercial partner please inform the CDG beforehand about the exact name of the commercial partner, in which module the partner requests to participate and the requested start of the cooperation. After the CDG prepared the Webtool you can start to budget.
* Please indicate the amount of budget change (rounded) compared to the previous budget.
* Please describe the individual cost categories.
* The webtool budgets of the current calendar year and all coming calendar years (annual overview tables) are to be included in English.

*Example for one year:*



# References

# Appendix

***If applicable:***

## CV of Head of Centre

In case of expansion: If a new area of research is proposed then the CV should show expertise in this field.