Hinweise zur Verwendung dieser Vorlage

* **Bitte beachten Sie die Vorgaben für Evaluierungsberichte laut Handbuch zum Betrieb eines CD-Labors**, das Sie auf der Website der CDG finden: <https://www.cdg.ac.at/dokumente/cd-labor/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.
* Die Länge des Berichts richtet sich nach den Usancen des jeweiligen Fachgebiets und sollte in allen Fällen die notwendigen Informationen in kurzer und prägnanter Form enthalten. Als Richtwert können ca. 20-30 Seiten wissenschaftlicher Teil angenommen werden. Es ist eine maximale Seitenzahl von 50 für den wissenschaftlichen Teil und 100 für den gesamten Antrag einzuhalten.
* 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/cd-labor/betrieb>.
* Bitte löschen Sie diese Seite vor der Einreichung des Antrags.

Notes on the use of this template

* Please note the requirements for the evaluation report according to the Handbook on the Operation of a CD Laboratory, which can be found on the CDG website:

<https://www.cdg.ac.at/en/documents/cd-laboratory/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.
* The length of the report depends on the practices of the respective field and should in all cases contain the necessary information in a short and concise form. As a guideline, approx. 20-30 pages of the scientific part can be assumed. The maximum number of pages is 50 for the scientific part and 100 for the entire application.
* 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/cd-laboratory/operation>.
* Please delete this page before submitting the proposal.

Report on the 2/5-year evaluation of the CD Laboratory for XXX

Reporting period: dd.mm.yyyyy – dd.mm.yyyy

Head of CD Laboratory: XXX

Host institution: University XXX

Duration of the CD Laboratory: dd.mm.yyyyy – dd.mm.yyyy

Commercial partner(s): XXX

Place and date: xxx, dd.mm.yyyy

Table of Contents

1 Introduction 4

2 State of the art and research challenges 5

3 Objectives of the CD Laboratory 6

4 Research activities and results of the past funding period 7

5 Planned research activities 8

6 Use of the scientific freedom 9

7 Research plan and time plan for the next funding period 10

8 Cost plan 11

9 Cooperation with commercial partner(s) 12

10 Staff 13

11 Publications 14

11.1 Peer reviewed publications 14

11.1.1 Published or in press 14

11.1.2 Submitted 14

11.2 Conference participations 14

11.2.1 Oral presentations 14

11.2.2 Invited oral presentations 14

11.2.3 Conference proceedings with peer review 14

11.2.4 Poster presentations 14

12 Theses 15

12.1 Habilitation theses 15

12.2 Dissertations 15

12.3 Master/Diploma theses 15

12.4 Bachelor theses 15

13 Scientific cooperation partners 16

14 References 17

15 Positioning in the scientific community 18

Abbreviations

# Introduction

* Summary of the research of the CD Lab
* Development of the CD Lab to date and the current structure of the CD Lab

# 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 CD Laboratory.

# Objectives of the CD Laboratory

Description of the objectives and hypotheses of the CD Lab

# Research activities and results of the past funding period

* Detailed presentation of the research activities and results achieved in the past funding period to expand the state of knowledge
* Contribution of the results to current problems/objectives of the CD Lab
* If applicable: Presentation and justification of changes in the research plan compared to the original plan
* Use of the scientific freedom

# Planned research activities

* Description of the planned research activities for the remaining duration of the CD Lab (in detail for the next two research years and - if applicable – indicative for the further research years)
* Methodology
* Innovation

If major changes are requested as part of the extension (e.g. new commercial partners), these must be explicitly presented. Please include the relevant points from the template on proposals for changes.

# Use of the scientific freedom

* Presentation of the results obtained within the scientific freedom.
* Ideas on how the scientific freedom should be utilised in the next funding phase.

# 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 work packages and milestones with the corresponding commercial partners for the remaining duration of the CD Lab
* If applicable: Presentation and justification of changes in the research plan compared to the original plan

# Cost plan

The webtool budgets of the current calendar year and all coming calendar years (annual overview tables) are to be included in English.

If fixed assets, equipment for lease, or costs for third party services are requested, descriptions of these costs should be included.

*Example for one year:*



# Cooperation with commercial partner(s)

Brief description of the commercial partners

* Business area, research tasks, relation to the topic
* Implementation of the results, benefits for the partner
* Organisation of the cooperation

# Staff

* Description of the personnel of the past and future funding periods, overview of staff in tabular form (position in the CD Laboratory, duration of employment in the CD Laboratory, brief description of tasks/topics)
* It must be stated if personnel contributes to the CD Lab, but is not funded by the CDG. Please indicate how the persons are funded (e.g. by the university or scholarships).
* For new staff: profile or short CVs

# Publications

List of all publications published or submitted (in the latter case, appropriately indicated) as a result of the CD Lab’s work. Publications may only be assigned to the CD Lab if the CD Lab is included in the authors’ affiliations. Only publications that actually originated in the CD Laboratory or to which the CD Laboratory made significant contributions should be listed.

The most important publications are underlined. Authors funded by the CDG are highlighted in bold.

## Peer reviewed publications

### Published or in press

### Submitted

## Conference participations

Authors funded by the CDG are highlighted in bold, the presenting authors are underlined.

### Oral presentations

### Invited oral presentations

### Conference proceedings with peer review

### Poster presentations

# Theses

List of all habilitation theses, dissertations, master/diploma theses and bachelor theses (ongoing and completed, with dates of start and completion). The authors should correspond to the persons listed under Point 9. staff

## Habilitation theses

## Dissertations

## Master/Diploma theses

## Bachelor theses

# Scientific cooperation partners

Description of scientific cooperation partners and in which areas cooperation takes place.

Please indicate whether these partners are funded by the CD Lab or not.

# Public relations work of the CD Laboratory

Participation in events such as the Long Night of Research (“Lange Nacht der Forschung”), Girls Day or other public relations and science communication activities should be presented.

# Positioning in the scientific community

Positioning of the CD Lab in international comparison with other research groups in the relevant subject area.

# References