

Template

for Submission of Letters of Intent for Renewal Proposals in 2025

The letters of intent will be used by the DFG Head Office to plan the review. Additionally, they will subsequently be published online at

www.dfg.de/nfdi

Please note the following

- In 2025, only consortia of the second funding round can submit a renewal proposal. It is not possible to apply for funding for a new consortium.
- If you are planning to submit a renewal proposal in 2025, you **must** submit a **binding letter of intent** that will serve both as advance notification of proposal submission in 2025 and as **binding information on the (co-)applicants and participants** of your consortium. Proposals that have not been preceded by a letter of intent according to this template will not be considered.
- Full renewal proposals must be submitted via the [elan portal](#), the DFG's web-based electronic proposal processing system. The letter of intent (for 2025) must be submitted via the elan portal as well. Your document must be structured according to the template provided below (this RTF file, Arial 11).
- All letters of intent must be written in English.
- **DEADLINE: 18 June 2025**

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The DFG takes the protection of your personal data very seriously.

Please refer to our data protection notice for research funding, which you can access at www.dfg.de/privacy_policy. If appropriate, please share this information with individuals whose data is processed by the DFG due to the fact that they are listed in your letter of intent. Remember that the letters of intent you submit, will be published on the DFG website.

www.dfg.de/privacy_policy

Please address the following aspects in your letter of intent

1 Binding letter of intent as advance notification of a full renewal proposal

<input type="checkbox"/>	Binding letter of intent (required as advance notification for renewal proposals in 2025)
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2 Formal details

- Name of the consortium
[Your text]
- Acronym of the consortium
[Your text]

- Applicant institution
[Name and address]
[Name of the head of the institution]
- Spokesperson
[Name, e-mail address, institutional affiliation]

- Co-applicant institution
[Name and address]
[Name of the head of the co-applicant institution]
- Co-spokesperson
[Name, e-mail address, institutional affiliation]

[Please repeat for all co-applicant institutions/co-spokespersons within the planned consortium. Please indicate changes in the composition of the consortium compared to the progress report by highlighting new (co-) applicants and participants (e.g. in bold print).]

- Participant institution
[Name, institutional affiliation]

[Please repeat for all participants within the planned consortium. Please indicate changes in the composition of the consortium compared to the progress report by highlighting new (co-) applicants and participants (e.g. in bold print).]

- Participant individual
[Name, institutional affiliation]

[Please repeat for all participants within the planned consortium. Please indicate changes in the composition of the consortium compared to the progress report by highlighting new (co-) applicants and participants (e.g. in bold print).]

Remember that you are not allowed to include additional co-applicants or participants in the full proposal that have not been listed in the binding letter of intent.

3 Objectives, work programme and research environment in the second funding period

- Research area of the proposed consortium (according to the DFG classification system: www.dfg.de/subject-classification)
[Multiple review boards (Fachkollegien) or subject areas (Fächer) may be listed.]
- Concise summary of the consortium's main objectives and task areas
[Your text, max. 2 pages]
- Brief description of the proposed use of existing infrastructures, tools and services that are essential in order to fulfil the planned consortium's objectives
[Your text, max. 1 page]
- Interfaces to other NFDI consortia: brief description of existing agreements for collaboration and/or plans for future collaboration
[Your text, max. 1 page]

4 International and national networking

Please describe your consortium's strategy for embedding its activities in the international and national context (e.g. the European Open Science Cloud). What forms of (inter)national cooperation does the consortium pursue?

[Your text, max. 1 page]

Please also fill in the next page.

5 Annex

- For each (co-)spokesperson listed above, please add a list of all persons and/or institutions with whom the (co-)spokesperson collaborated closely during the last three years.