**Proposal**

**Leibniz Best Minds: Programme for Women Professors**

[Title]

**[Acronym]**

### Applicant

**[lead Leibniz Institute]**

### Candidate

[Name]

*The detailed project proposal (according to the template provided) should not exceed a total length of 12 pages (excluding title page and bibliography). The page limit for resubmitted applications is 12.5 pages as these applications may comment on changes made in the application in the addendum. Administrative information and the financial plan are to be submitted separately via the electronic application system.*

*Please note that the reviewers will assess the individual sections A to D. Therefore please retain the structure given below as this will facilitate the smooth processing of your application and increase transparency.*

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| A) The candidate’s academic qualification (weighting 40 %) |

Note: The candidate’s full CV, including the list of ten key publications (according to the template provided), and the two letters of recommendation (one of which must be drawn up by the scientific advisory board of the Leibniz Institute submitting the application) are to be submitted separately via the electronic application system.

*Please address the following aspects:*

* *Summary of the candidate´s curriculum vitae*
* *The candidate’s most important scientific achievements, international experience and recognition*
* *Her key publications*
* *Her track-record in acquiring third-party funding*

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| B) The candidate’s research approach and field of research, and the significance of these to the Leibniz Institute and local/ regional scientific environment (weighting 40 %) |

*Please address the following aspects:*

* *The candidate’s description of her planned research activities*
* *The candidate’s motivation to research at the applying Leibniz Institute*
* *Content-based and strategic contributions of the professorship to the Leibniz Institute, the collaborating university and (if applicable) to the local/ regional scientific environment*

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| C) Structural efficacy (weighting 10 %) |

*Please address the following aspects:*

* *Presentation of the career step for the candidate, in line with the aims of the funding programme*
* *Contribution to the internationalization of the Leibniz Institute*
* *Incorporation in the academic system, planned national and international collaborations*
* *Accompanying measures to implement the Leibniz gender equality standards[[1]](#footnote-1) and goal of diversity, as well as the institute’s gender equality policy*
* *Concept for the integration of the candidate into the Leibniz Institute (preparation for managerial role and for leadership, availability of necessary research infrastructures etc.)*
* *Consideration given to the Leibniz Guidelines on Career Development[[2]](#footnote-2)*
* *Consideration given to the Leibniz recruitment standards[[3]](#footnote-3) in the selection procedure*

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| D) Implementation and finances (weighting 10 %) |

Note: Two finance plans are to be submitted separately via the electronic application system; one for the funding from the Leibniz Competition, and one for the co-financing from the Leibniz Institute.

*You can use this section to describe the concept underlying your finance plan and any of its features. Please briefly justify the necessity of each position.*

*In case of investment costs please justify why they are essential for the project, why they cannot be covered by regular institutional funds, that the infrastructure is not already available at the institute and will primarily be used for the project.*

*Please note that you have the option of applying for measures to promote the compatibility of family and career. Please refer to the applicant guidelines for further instruction. [[4]](#footnote-4)*

*Please address the following aspects:*

* *The joint appointment’s current stage of development, level (W2/W3), and type of employment (permanent/ fixed-term; if the latter, please include the agreement with the university regarding the provision of a tenure-track option)*
* *Resources promised to the candidate in the event of her appointment*
* *Assurance of co-financing from the Leibniz Institute, including its extent*
* *Description of the quality assurance measures (e.g. adherence to the rules of good scientific practice)*

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| **Addendum (for resubmissions only):** Summary of changes (if applicable) and reactions to reviews and SAW funding statement (maximum 0.5 pages) |

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| Bibliography (References do not count towards the page limit.) |

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| **Lay Summary (max. 100 words):** Please include a summary of your proposed research for a non-specialist audience. Try to clearly explain the research question and its societal relevance, refrain from highly technical terms and too much methodological detail. This summary will help the scientific members of the interdisciplinary decision panel SAW with expertise in disciplines not related to your proposal to acknowledge the relevance of your proposed project. We will also publish the summary on our website in case the project is funded with the goal to inform the public about the research. (The Lay Summary does not count towards the page limit, but must not be longer than 100 words.) |

1. [*Leibniz equality standards*](https://www.leibniz-gemeinschaft.de/fileadmin/user_upload/Bilder_und_Downloads/Forschung/Wettbewerb/Dokumente/Gleichstellungsstandards_2016_EN.pdf) [↑](#footnote-ref-1)
2. [*Leibniz Guidelines on Career Development*](https://www.leibniz-gemeinschaft.de/fileadmin/user_upload/Bilder_und_Downloads/%C3%9Cber_uns/Karriere/Broschuere-Leibniz-Leitlinie-Karriereentwicklung-2020_WEB.pdf) [↑](#footnote-ref-2)
3. [*Standards for the appointments to academic management positions within the Leibniz Association*](https://www.leibniz-gemeinschaft.de/fileadmin/user_upload/Bilder_und_Downloads/Neues/Mediathek/Publikationen/Magazin/Materialien/Gemeinschaft/Besetzungsstandards_Web.pdf) [↑](#footnote-ref-3)
4. [*Applicant Guidelines*](https://www.leibniz-gemeinschaft.de/fileadmin/user_upload/Bilder_und_Downloads/Forschung/Wettbewerb/Dokumente/Applicant_guidelines_EN_aktuell.pdf) [↑](#footnote-ref-4)