



## JPI HDHL

### Call for Joint Transnational Research Proposals

# “NUTRITION-RESPONSIVENESS OF THE IMMUNE SYSTEM: INTERPLAY BETWEEN INFECTIOUS DISEASES AND DIET-RELATED METABOLIC DISEASES AND THE POTENTIAL FOR FOOD-BASED SOLUTIONS (NUTRIMMUNE)”

---

## Guidelines for applicants – Full proposal

---

**Submission deadline:**  
**21<sup>st</sup> of April 2022 at 16:00 CEST**

Link to: “[Call documents](#)”

Link to: “[Electronic submission system](#)”

For questions/problems related to the electronic submission system,  
please contact Andrea Romano:  
[techsupport@healthydietforhealthylife.eu](mailto:techsupport@healthydietforhealthylife.eu)

For further information, please visit the JPI HDHL website:  
<http://www.healthydietforhealthylife.eu/>

or contact the Joint Call Secretariat (JCS):  
The Netherlands Organisation for Health Research and Development (ZonMw)  
Dr. Wilke van Ansem & Larissa van der Bent  
Phone: +31 (0)70 349 5 164 / +31 (0)70 349 5 391  
Email: [jpihdhlprojects@zonmw.nl](mailto:jpihdhlprojects@zonmw.nl)

## Table of contents

1. Background .....	2
2. Registration .....	2
3. Proposal submission .....	2
4. Full proposal structure .....	3
5. Eligibility checklist for the coordinator .....	6
ANNEX: Guideline JPI HDHL Electronic Submission System .....	7

## 1. BACKGROUND

The Joint Programming Initiative “A Healthy Diet for a Healthy Life” launched a transnational call on “Nutrition-responsiveness of the immune system: interplay between infectious diseases and diet-related metabolic diseases and the potential for food-based solutions (NUTRIMMUNE)”.

The aim of this call is to support transnational, collaborative research projects that gain a better understanding of the interactions between nutrition and immunity within the context of its interplay between infectious diseases and diet-related metabolic diseases.

## 2. REGISTRATION

Researchers who intend to submit a transnational project proposal (coordinators and partners) must register at the [JPL HDHL Meta Data Base](#) in order to be able to submit a proposal. In addition, it is mandatory that they complete their profile information.

## 3. PROPOSAL SUBMISSION

This call uses a single submission procedure (full proposals), including a rebuttal stage. Proposals must be written in English and must be submitted to the JCS by the coordinator through the JPI HDHL electronic submitting system exclusively. Before submission of the proposal, coordinators and all principal investigators of the consortium should complete their profile in the JPL HDHL Meta Data Base, which is present on the JPI HDHL website.

**Full proposals** must be submitted by the project coordinator before the **21<sup>st</sup> of April 2022 at 16:00 CEST**. Each partner that requests funding has to fill in a CV and a budgetary table.

Call deadlines are final and will be strictly enforced. The electronic system will not allow submissions after the deadline! Please take into account that the online data entry may be overloaded on the day of the deadline. It is therefore recommended that all required material be uploaded well in advance of the deadline.

**IMPORTANT: Each project partner will be subject to the rules and regulations of its respective national/regional funding agency. Details of the national/regional eligibility criteria and guidelines from individual funding agencies (e.g. additional mandatory national submission) are provided in the Annex 1 of the “Call text”.**

#### 4. FULL PROPOSAL STRUCTURE

One joint proposal document (in English) shall be prepared by the partners of a joint transnational project and must be submitted by the coordinator via the JPI HDHL electronic submission system. Only transnational projects will be funded (the criteria for the composition of a consortium are described in the “Call text”).

**Please note that incomplete proposals, proposals using a different format or exceeding length limitations of any sections will be rejected without further review.**

**Part A: Synopsis** (to be completed in the Electronic Submission System, for practical instructions see Annex of this document)

1. Project title (max. 20 words)
2. Project acronym
3. Duration of the project (in months)
4. Abstract (max. 350 words)
5. Keywords (max. 10 keywords representing the scientific content)
6. Topic(s) of the proposal
7. Name and full affiliation of the project coordinator, designated by the consortium to act as its representative (details, see Annex)
8. Names and full affiliations of the partners (principal investigators) / collaborators participating in the joint transnational project (details, see Annex). Collaborators must upload a letter of Intent!
9. Summary of budget of coordinator and each partner/collaborator including scientific justification of the requested budget (details, see Annex).

**Part B: Overall budget plan** (will be automatically generated in the Electronic Submission System)

**Part C: CV’s and Project description**

The template “Full-proposal template Part C\_NUTRIMMUNE” is available on the JPI HDHL website. The completed document has to meet the requirements listed below and must be uploaded as a PDF by the coordinator in the Electronic Submission System.

**Please do not change the titles and/or their order. All fields must be completed using "Arial font, size 11" characters and margins of 1.27 cm.**

**Including:**

**1. CV’s**

- CV of coordinator
  - Expertise (max 200 words)
  - Five relevant publications (max. 200 words)
  - Additional information (e.g. memberships, patents and research grants – max. 200 words)
  - Position within the consortium (please indicate the subproject you will be working in – max. 200 words)

- CV of each partner
    - Expertise (max 200 words)
    - Five relevant publications (max. 200 words)
    - Additional information (e.g. memberships, patents and research grants – max. 200 words)
    - Position within the consortium (please indicate the subproject you will be working in – max. 200 words)
  - CV of each collaborator (if applicable)
    - Expertise (max 200 words)
    - Five relevant publications (max. 200 words)
    - Additional information (e.g. memberships, patents and research grants – max. 200 words)
    - Position within the consortium (please indicate the subproject you will be working in – max. 200 words)
2. **Background and present state-of-the-art in the research field and preliminary results obtained by the consortium members (max. 2 pages)**
3. **Relevance of the aims of the call (max. 1 page):**  
Describe how the research question(s) of your proposal address one or both of the following topic(s):
- Establishing the cause-and-effect relationship between nutritional factors, the immune response and infectious diseases in the context of diet-related metabolic disorders.
  - Development of innovative food solutions.
4. **Workplan (max. 10 pages), containing:**
- Description of the work program including: the objectives, the rationale and the methodology, highlighting the novelty and/or effort to transfer or scale-up already existing knowledge/research, originality and the feasibility of the project. Please describe, if applicable, how you will take into account age, gender ethnicity and socioeconomic inequalities, and nutritional vulnerable groups.
  - Please ensure that there is a clear rationale for each work package and how this contributes towards delivering the overall aims of the proposal
  - If relevant: Description of the existing biobanks/cohorts used in the study
  - If relevant: Description of the public and/or industry involvement in the proposed research projects
  - If relevant: End-user involvement and added value of the end-user(s);
  - Clearly defined responsibilities and workloads [expressed in person months] of each participating research partner; time plan with milestones including project coordination and management.
- In addition, clinical trial/ animal study template: mandatory for [interventional studies](#) and/or [animal studies](#) (see separate templates provided on the website)
  - **Optional:** two additional pages can be added to the work plan providing:
    - list of references (max. 1 page, minimum font size of 6pt)

- a page of diagrams, figures, etc. to support the work plan description, timeline and interconnections of work packages (Gantt chart, PERT or similar) (max. 1 page)
5. **Added value of collaboration on scientific and transnational level – sharing of resources, data, know-how etc. (max. 1 page)**
  6. **Exploitation and dissemination of expected results (max. 2 pages)**
    - Potential of the expected results for future public health, relevant health applications and/or (food)industry (i.e. product development)
    - Actions the consortium will take to exploit, disseminate and communicate the expected project results
    - Arrangements between participating partners regarding IPR
  7. **Data management and data sharing (max. 1 page)**

Taking into account the FAIR data management principles, explain how the data gathered through the project will be made available to the wider research community and describe how this access to relevant research outputs will be sustained beyond the length of the project.
  8. **Ethical Issues (max. 1 page)**
    - Ethical aspects of research on humans and/or human biomaterials, including informed consent, ethical approval, data protection (in accordance with national/regional regulations)
    - Justification for the use and number of animals
  9. **Samples/cohorts and data used in the projects (See details in template Part C)**

## 5. ELIGIBILITY CHECKLIST FOR THE COORDINATOR

*Before filling in the application form please use the below checklist to ensure you have all of the required information. Please consult the “Call text” for further details. Proposals that do not meet the national eligibility criteria and requirements will be declined without further review.*

### ▪ **General condition:**

The proposal addresses the AIM(s) and the scope of the call.

### ▪ **The composition of the consortium:**

The project proposal involves at least 3 eligible project partners from at least 3 different countries participating in the call. Please note: Each project partner (i.e. research group participating in the consortium) must be represented by a single principle investigator.

The project proposal involves a maximum of 6 eligible research partners asking for funding.

The project proposal does not include more than two partners from the same country participating in the call.

The project proposal involves a maximum of 2 collaborators, not applying for funding, and a maximum of 8 consortium members in total.

Please note: Collaborators are researcher(s), national stakeholder or international organisations that are not applying for funding from the participating funding organisations or that are from countries not participating in this call. Collaborators may participate in projects if they clearly demonstrate an added value to the consortium and are able to secure their own funding.

### ▪ **Eligibility of project partners:**

I have made sure that each project partner (and the coordinator) involved in the project proposal has checked its eligibility to receive funding by its funding agency (see Annex Call text).

## ANNEX: GUIDELINE JPI HDHL ELECTRONIC SUBMISSION SYSTEM

**Submission via the electronic submission system is mandatory. No other means of submission will be accepted.**

For any question/problems related to the electronic submission system, please contact Andrea Romano ([techsupport@healthydietforhealthylife.eu](mailto:techsupport@healthydietforhealthylife.eu)) with the call secretariat ([jpihdhlprojects@zonmw.nl](mailto:jpihdhlprojects@zonmw.nl)) in CC.

**Registration: before the start of the submission process (preferable a couple of weeks before the submission, so all the partners have sufficient time to perform the following actions):**

- ⇒ **Step 1:** The project coordinator<sup>1</sup> should register in the Meta Data Base on the JPI HDHL website and fill out his/her profile information.
- ⇒ **Step 2:** All partners<sup>2</sup> and collaborators<sup>3</sup> within the consortium should register in the Meta Data Base on the JPI HDHL website and fill out their profile information.
- ⇒ **Step 3:** The project coordinator should login on the website of the JPI HDHL and can start the submission process. The project coordinator should complete the “General Information” section and his/her own personal details.

***Please always make sure that you **save inserted information** in the Electronic Submission System (ESS) before you continue to a next section***

### **PART A: SYNOPSIS**

#### **General Information**

**Project Title (max. 20 words)**

**Project Acronym**

**Project Duration (in months, max. 36 months)**

---

<sup>1</sup> Coordinator: researcher/organisation that is in charge of the consortium and the online submission of the proposal

<sup>2</sup> Partners: researchers/organisations involved within the consortium from the countries that are partners in the call and that are eligible to their national funding organisations and thus can request funding

<sup>3</sup> Collaborators: researchers/organisations involved within the consortium that are not eligible to their national funding organisations or that are not from countries that are partners in the call and thus, cannot request funding



**Abstract, i.e., aims, work plan, impact of expected results (max. 350 words):**

**Keywords (max. 10 words):**

**Topic(s) of the proposal**

[Select topic(s)]

## **Project coordinator**

Researcher/organisation that is in charge of the consortium and the online submission of the proposal.

**First Name**

**Family Name**

**Title**

**Gender**

**Institution/Department**

**Type of entity**

[Select entity]

**Address (street, n°, city, postal code)**

**Country**

[Select country]

**Funding organisation**

[Select organisation]

**Email**

[Empty text box for email address]

I've contacted my national contact point to ensure my eligibility for funding.

**Budgetary table**

Please justify each of the budget items with a short description in the right hand column. You can use the examples and instructions that are given in purple.

In addition, **specification of co-funding from other sources** should be explained here, if applicable.

Some cost categories may not be eligible for your funding organisation. Please check your national regulations for more information (see call text Annexes)

		Coordinator	
Position	Requested Amount (€)	Own contribution – in cash / in kind (€) (if applicable)	Mandatory: Details and justification
Personnel			<i>Person-months and position of employment</i>
Consumables			<i>e.g. questionnaires, materials</i>
Equipment			<i>e.g. laboratory devices, IT infrastructure</i>
Travel			<i>Please provide information on expected travel expenses</i>
Other direct costs			<i>e.g. subcontracting, licensing fees, dissemination costs, open access publication costs</i>
<b>Total direct costs</b>			
Indirect costs (Overhead) <sup>1</sup>			<i>Brief information on the calculation of overheads</i>
<b><u>Total requested budget (€)</u></b>			
<b><u>Total costs (€)</u></b>			

<sup>1</sup>: Overhead costs: funding according to national regulations

**If applicable, provide information regarding any in-kind contributions (name organisation, explanation of the contribution)**

**If applicable, provide information regarding any cash contributions (name organisation, explanation of the contribution)**

➔ **Step 4:** The project coordinator should select all partners within the consortium. The partners will appear in the list if they are registered in the Meta Data Base.

## Partners

‘Partners’ are defined as researchers/organisations involved within the consortium from the countries that are partners in the call and that are eligible to their national funding organisations and thus, can request funding.

No.	Name	E-Mail	Country
1.	[When selected, name of partner should be filled out automatically]	[should be automatically filled if the name is already present in the database]	
2.			
3.			
4.			
5.			
6.			

➔ **Step 5:** Each partner should logon to the website of the JPI HDHL and validate their partnership. Each project partner fills out the partner information (personal details and budgetary table). This is only possible after the partner has validated his/her partnership.

**For each partner**

**First Name**

**Family Name**

**Title**

**Gender**

**Institution/Department**

**Type of entity**

**Address (street, n°, city, postal code)**

**Country**

[Select country]

**Funding organisation**

[Select organisation]

**Email**

I've contacted my national contact point to ensure my eligibility for funding.

### Budgetary table

Please justify each of the budget items with a short description in the right hand column. You can use the examples and instructions that are given in purple.

In addition, **specification of co-funding from other sources** should be explained here, if applicable.

Some cost categories may not be eligible for your funding organisation. Please check your national regulations for more information (see call text Annexes).

Position	Partner		Mandatory: Details and justification
	Requested Amount (€)	Own contribution – in cash / in kind (€) (if applicable)	
Personnel			<i>Person-months and position of employment</i>
Consumables			<i>e.g. questionnaires, materials</i>
Equipment			<i>e.g. laboratory devices, IT infrastructure</i>
Travel			<i>Please provide information on expected travel expenses</i>
Other direct costs			<i>e.g. subcontracting, licensing fees, dissemination costs, open access publication costs</i>
<b>Total direct costs</b>			
Indirect costs (Overhead) <sup>1</sup>			<i>Brief information on the calculation of overheads</i>
<b><u>Total requested budget (€)</u></b>			
<b><u>Total costs (€)</u></b>			

<sup>1</sup>: Overhead costs: funding according to national regulations

**If applicable, provide information regarding any in-kind contributions (name organisation, explanation of the contribution)**

**If applicable, provide information regarding any cash contributions (name organisation, explanation of the contribution)**



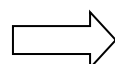
**Step 6:** The project **coordinator** should select all collaborators within the consortium. The collaborators will appear in the list if they are registered in the Meta Data Base.

## Collaborators

‘Collaborators’ are defined as researchers/organisations involved within the consortium that are not eligible to their national funding organisations or that are not from countries that are partners in the call and thus, **cannot** request funding.

Please note that Collaborators’ contribution should not be limited to generous material gift. Collaborators should be scientifically involved in the project.

No.	Name	E-Mail	Country
1.	[When selected, name of collaborator should be filled out automatically]	[should be automatically filled if the name is already present in the database]	
2.			



**Step 7:** **Each collaborator** should logon to the website of the JPI HDHL and validate their partnership. Each collaborator fills out the collaborator information (personal details and budgetary table). This is only possible after the collaborator has validated his/her partnership.

### For each collaborator

**First Name**

**Family Name**

**Title**

**Gender**

**Institution/Department**

**Type of entity**

**Address (street, n°, city, postal code)**

**Country**

[Select country]

**Email**

Each collaborator must specify how the **in-kind and/or cash** contribution that they will dedicate to the project will be secured.

**If applicable, provide information about your cash contribution.**

*Please specify here how any **cash** contributions will be secured.*

**If applicable, provide information about your in-kind contribution.**

*Please specify here how any **in-kind** contributions will be secured.*

**Letter of Intent**

For collaborators only! The letter of intent is not mandatory for partners asking for funding.

Upload your letter of intent of participation, signed by the legal responsible of the collaborators' institution/organisation/company (not by the researcher involved in the project).

If there are several letters, please fuse them in one single document.

For any problems concerning pdf uploads, please contact:  
[techsupport@healthydietforhealthylife.eu](mailto:techsupport@healthydietforhealthylife.eu)

⇒ **Step 8:** The project coordinator should fill out the rest of the full-proposal template

## PART B: BUDGETARY TABLE

**Total budgetary table [sum of budgetary table project coordinator + budgetary tables partners ]**

[Automatically filled]

**Country summary tables**

[Automatically filled]

**Funding organisation summary tables**

[Automatically filled]

For any problems concerning pdf uploads, please contact:

[techsupport@healthydietforhealthylife.eu](mailto:techsupport@healthydietforhealthylife.eu)

## PART C: DETAILED INFORMATION

⇒ **Step 9:** The project coordinator should upload the completed “Full proposal template Part C\_NUTRIMMUNE” in the ESS. (see section 4: Full proposal structure)

For any problems concerning pdf uploads, please contact:

[techsupport@healthydietforhealthylife.eu](mailto:techsupport@healthydietforhealthylife.eu).

⇒ **Step 10:**

The **project coordinator** should:

- check the full-proposal template
- generate a PDF of the submission and check it
- Press “Submit”. (!) **If you click on “Submit”, it will no longer be possible to change your application.**

**NOTE:** The system will send an automatic e-mail after successful submission of your proposal. If you did not receive an e-mail, please notify [techsupport@healthydietforhealthylife.eu](mailto:techsupport@healthydietforhealthylife.eu) with the call secretariat ([jpihdhlprojects@zonmw.nl](mailto:jpihdhlprojects@zonmw.nl)) in CC.