



SUBMISSION CHECKLIST

Before submitting your research project, please ensure that the following points have been fully addressed:

- ☐ Have you clearly described the background and the existing data situation?
- ☐ Have you outlined the problem statement arising from the background and data situation?
- ☐ Have you formulated the derived research question(s) and the corresponding objectives?
- ☐ Have you described the significance and potential benefits of the project (e.g. for clinical practice, teaching, research, or management)?
- ☐ Have you adequately reviewed and presented the relevant literature related to the topic and/or project?
- ☐ Have you clearly identified the research gap that your study aims to address?
- ☐ Have you described, justified, and critically evaluated the study or project design and the methods used?
- ☐ Have you described and evaluated the procedures for data collection and data analysis?
- ☐ Have you outlined your considerations regarding the expected results?
- ☐ Have you discussed the limitations of the study?

- ☐ Have you considered potential feasibility issues and proposed appropriate solutions?
- ☐ Have you assessed the feasibility of the study within the planned setting and given constraints?
- ☐ Have you outlined considerations for transferring the results into practice?
- ☐ Have you submitted an application to the relevant ethics committee, or described your ethical considerations?
- ☐ Have you addressed data protection in accordance with current regulatory requirements?
- ☐ Have you uploaded a comprehensive budget including full cost calculation and specification of own contributions?
- ☐ Have you described collaboration with relevant stakeholders and/or organizations?
- ☐ Have you complied with all formal requirements?
- ☐ Can you confirm that all authors have approved the final version of the proposal?
- ☐ Can you confirm that the submitted application represents your own original work?