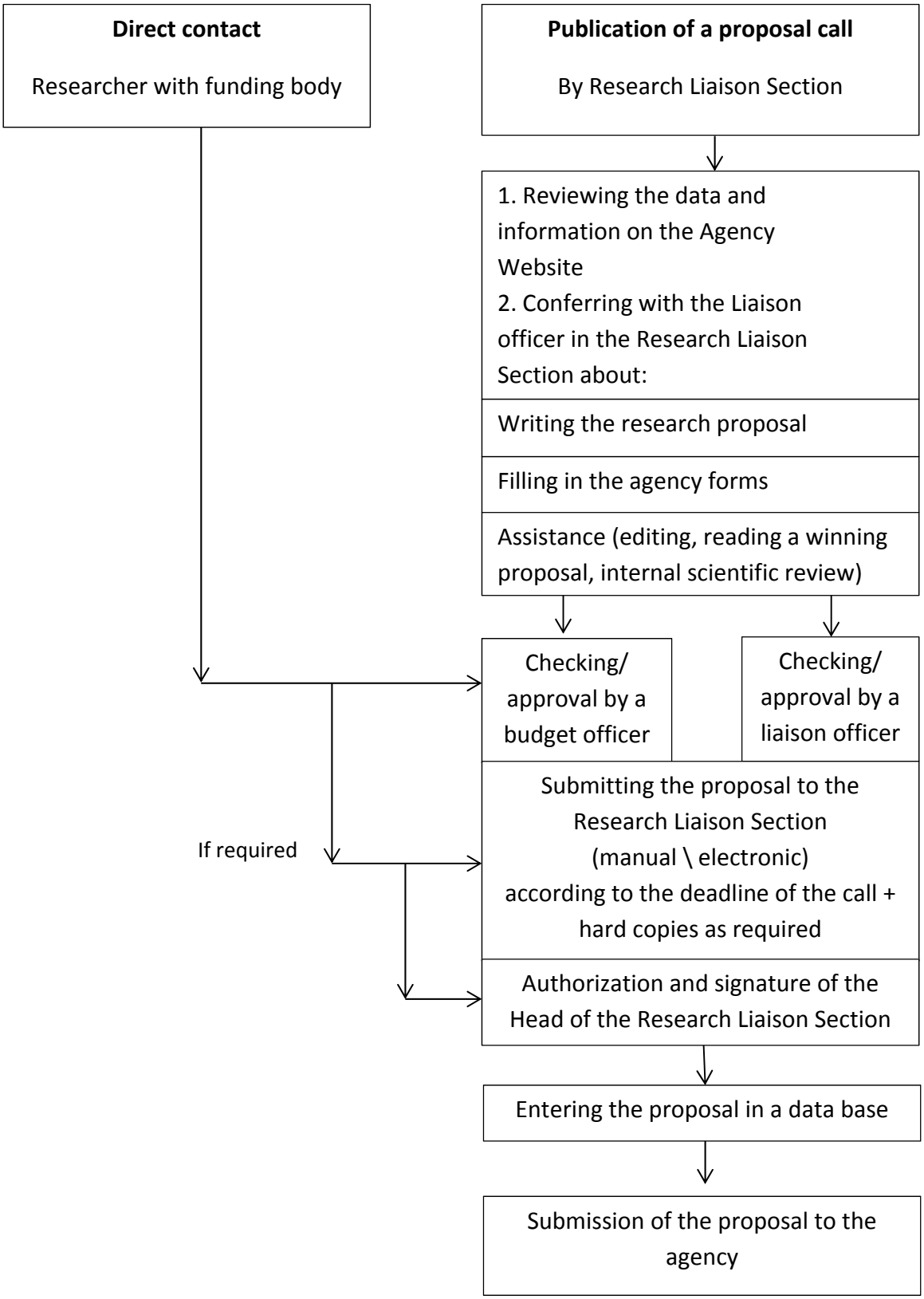Procedure for the submission of research proposals