# Project Application (sketch)

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| **General Information / Overview** | | | | |
| **Funding Organisation** |  | | | |
| **Funding Programme** |  | | | |
| **Project Type (if applicable)** |  | | | |
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| **Project Name** |  | | | |
| **Project Duration** | **Start** | DD.MM.YYYY | **End** | DD.MM.YYYY |
| **Applicant Organisation** |  | | | |
| **Contact Person (AO)** |  | | | |
| **Partner Organisation(s)** – multiply if needed |  | | | |
| **Contact Person (PO)** – multiply if needed |  | | | |
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| **Project Summary** | |
| *Please provide a short summary of your project. Be concise and clear and mention at least the following elements: context / background of the project; objectives of your project, number and profile of participants; description of activities; methodology to be used; main results as well as the envisaged impact and long-term benefits. Please be aware that this summary might be made public on the funding porgramme website. (max. 1000 signs incl spaces)* | |
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| 1. **Relevance** | |
| *Please include below the objectives of the funding programme and your project objectives. Make sure that your project objectives clearly address the programme objectives. Add or delete rows as needed.* | |
| **Programme Objectives** | **Project Objectives** |
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| 1. **Excellence** [max. 4 pages] |
| 1. **Objectives and ambition** [max. 2 pages] |
| *Briefly describe the problems that exist regarding the scope of your future project (present problem tree analysis: fishbone diagram and problem tree).* |
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| *Briefly describe the objectives of your proposed work. Why are they pertinent to the funding programme objectives? Are they measurable and verifiable? Are they realistically achievable? Present an appropriate objective analysis.* |
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| *Describe how your project goes beyond the state-of-the-art, and the extent the proposed work is ambitious. Where relevant, illustrate the advance by referring to products and services already available on the market. Refer to any patent or publication search carried out.* |
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| 1. **Methodology** [max. 2 pages] |
| *Describe and explain the overall methodology, including the concepts, models and assumptions that underpin your work. Explain how this will enable you to deliver your project’s objectives. Refer to any important challenges you may have identified in the chosen methodology and how you intend to overcome them. Present your strategy based on objective analysis or similar. [e.g. 1/2 page]* |
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| *Describe any national or international research and innovation activities whose results will feed into the project, and how that link will be established; [e.g., 1/2 page]* |
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| *Explain how expertise and methods from different disciplines will be brought together and integrated in pursuit of your objectives. If you consider that an inter-disciplinary approach is unnecessary in the context of the proposed work, please provide a justification. [e.g., 1/2 page]* |
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| *If the funding programme indicates the need for the integration of social sciences and humanities, show the role of these disciplines in the project or provide a justification if you consider that these disciplines are not relevant to your proposed project. [e.g., 1/2page]* |
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| 1. **Impact** [max. 2 pages] |
| 1. **Project’s pathways towards impact** [max. 1 pages] |
| *Provide a narrative explaining how the project’s results are expected to make a difference in terms of impact, beyond the immediate scope and duration of the project. The narrative should include the components below, tailored to your project*   * *Describe the unique contribution your project results would make towards (1) the outcomes specified in the funding programme, and (2) the wider impacts, in the longer term, if specified in the programme* * *Describe any requirements and potential barriers - arising from factors beyond the scope and duration of the project - that may determine whether the desired outcomes and impacts are achieved. These may include, for example, other R&I work within and beyond the funding programme; regulatory environment; targeted markets; user behaviour. Indicate if these factors might evolve over time. Describe any mitigating measures you propose, within or beyond your project, that could be needed should your assumptions prove to be wrong, or to address identified barriers* |
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| 1. **Measures to maximise impact - Dissemination, exploitation and communication** [max. 1 page] |
| *Describe the planned measures to maximise the impact of your project by providing a first version of your ‘plan for the dissemination and exploitation including communication activities’. Describe the dissemination, exploitation and communication measures that are planned, and the target group(s) addressed (e.g. scientific community, end users, financial actors, public at large).* |
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| *Outline your strategy for the management of intellectual property, foreseen protection measures, such as patents, design rights, copyright, trade secrets, etc., and how these would be used to support exploitation. (if applicable)* |
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| 1. **Communication, dissemination and visibility of funding**   *Describe the communication and dissemination activities which are planned in order to promote the activities/results and maximise the impact (to whom, which format, how many, etc.). Clarify how you will reach the target groups, relevant stakeholders, policymakers and the general public and explain the choice of the dissemination channels.*  *Describe how the visibility of funding will be ensured.* |
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| 1. **Sustainability, long-term impact and continuation**   *Describe the follow-up of the project after the EU funding ends. How will the project impact be ensured and sustained?*  *What will need to be done? Which parts of the project should be continued or maintained? How will this be achieved? Which resources will be necessary to continue the project? How will the results be used?*  *Are there any possible synergies/complementarities with other (EU funded) activities that can build on the project results?* |
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| 1. **Quality and Efficiency of the Implementation** [max. 5 pages] |
| 1. **Work Plan & Resources** [max. 4 pages] |
| *Please provide a brief presentation of the overall structure of the work plan, incl. a graphical presentation of the components showing how they inter-relate (Logical Framework Matrix or Pert chart or similar).* |
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| *Please provide an overview of the timing of the different work packages and their components (Gantt chart or similar).* |
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| *Please provide a list of work packages. Add more rows if needed.* |
| |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **WP**  **No** | **Work package**  **title** | **Lead participant No** | **Lead participant short name** | **Person-Months** | **Start**  **Month** | **End**  **Month** | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | |
| *Please provide a description of each work package. Multiply the template according to the number of work packages that you plan for your project.* |
| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Work package number** |  | **Lead beneficiary** |  | | | | **Work package title** |  | | | | | | **Start month** |  | | | **End**  **month** |  | | **Objectives** | | | | | | | **Description of work** *(where appropriate, broken down into tasks, lead partner and role of participant)* | | | | | | | **Deliverables** *(brief description and month delivery)* | | | | | | |
| *Please provide a list of critical risks related to the project implementation, which could prevent the achievement of the project objectives. Add more rows if needed.* |
| |  |  |  | | --- | --- | --- | | **Description of risks:**  **indicate level of it i) likelihood - improbable, ocasional, probable**  **and ii) severity: Low / Medium / High)** | **Work package(s)**  **involved** | **Proposed risk-mitigations measures** | |  |  |  | |  |  |  | |
| *Please present a budget estimation using the template below. Add more rows if needed.* |
| |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | Participant N0. | Organization, Short Name | (A) Direct Personnel costs | (B) Other Direct Costs | (E) Indirect costs | Total A+B+C | Total receipts | Requested  EC Contribution | | 1 |  |  |  |  |  |  |  | | 2 |  |  |  |  |  |  |  | | TOTAL |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Work package No** | **Year 1** | **Year 2** | **Year 3** | **Total** | | **Personnel costs** |  |  |  |  | | **Materials** |  |  |  |  | | **Other costs** |  |  |  |  | |  |  |  |  |  | |
| 1. **Capacity of participants and consortium as a whole** [max. 1 page] |
| *Describe the consortium. How does it match the project’s objectives, and bring together the necessary disciplinary and inter-disciplinary knowledge? Show how this includes expertise in social sciences and humanities, open science practices, and gender aspects of R&I, as appropriate.* |
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| *Describe how the members complement one another (and cover the value chain, where appropriate).*  *In what way does each of them contribute to the project? Show that each has a valid role, and adequate resources in the project to fulfil that role.* |
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