

CLAVES EN LA REDACCIÓN DE PROPUESTAS PARA H2020

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Vicerrectorado de Investigación, Desarrollo e Innovación



OFICINA DE GESTIÓN DE PROYECTOS INTERNACIONALES
UNIVERSIDAD DE ALICANTE



1. Primeros Pasos
2. Búsqueda de socios
3. Fase de Planificación
4. Estructura de la Propuesta
5. Evaluación
6. Diseño del presupuesto
7. Submission
8. Otros aspectos a considerar: open access, IPRs & género
9. Consejos finales



PRIMEROS PASOS





- Complejidad
 - Burocracia
 - Procesos largos
 - Formatos diferentes
 - El inglés de Bruselas
- ... pero: Excelencia, €€€, escasas alternativas



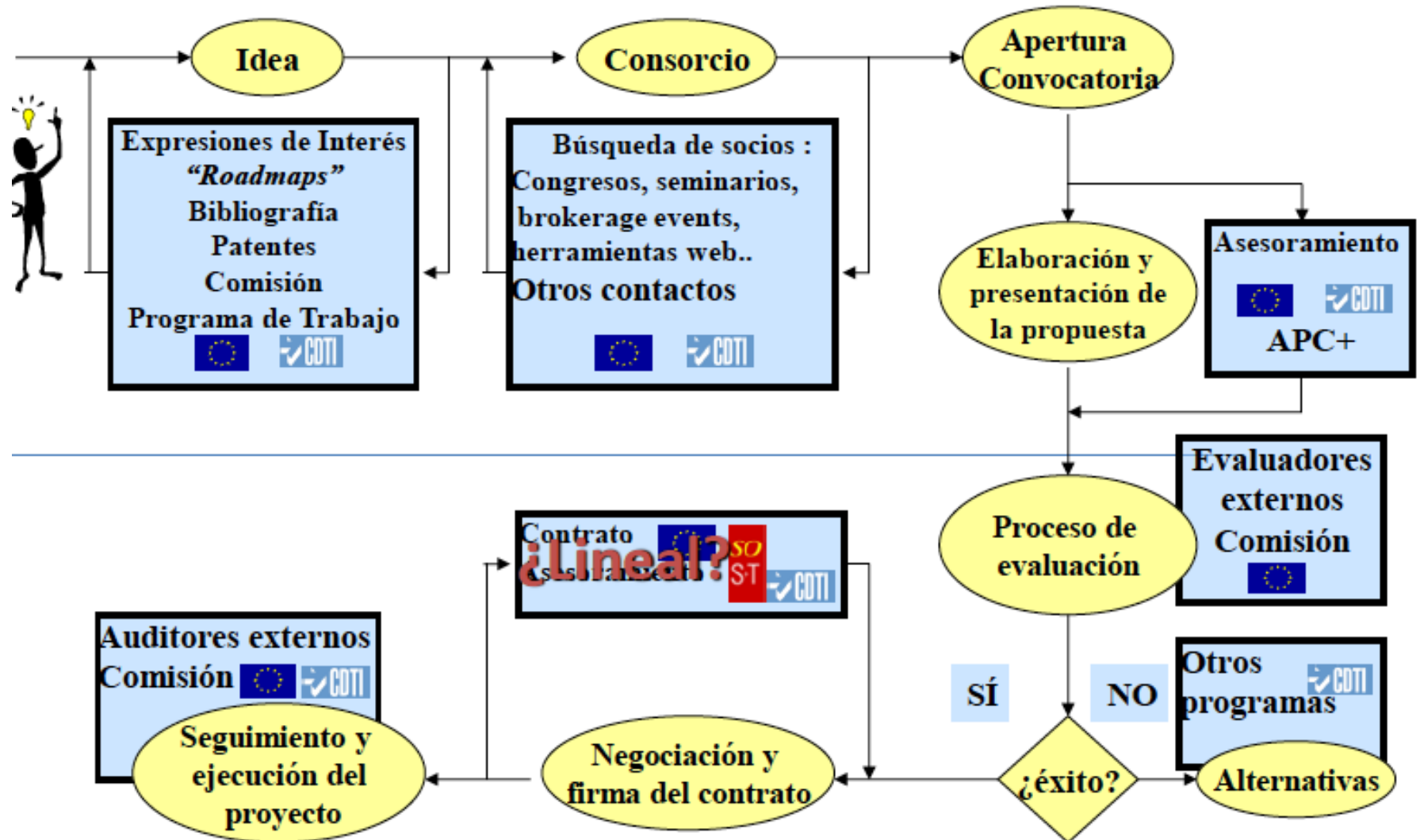
- ¿Conocemos lo que queremos hacer?
- ¿Es claro? ¿Es evidente?
- ¿Nuestros posibles partners trabajan en la misma dirección?
- ¿El tema es innovador?
- ¿Tiene un impacto en el mercado?

¿EXISTE APOYO?

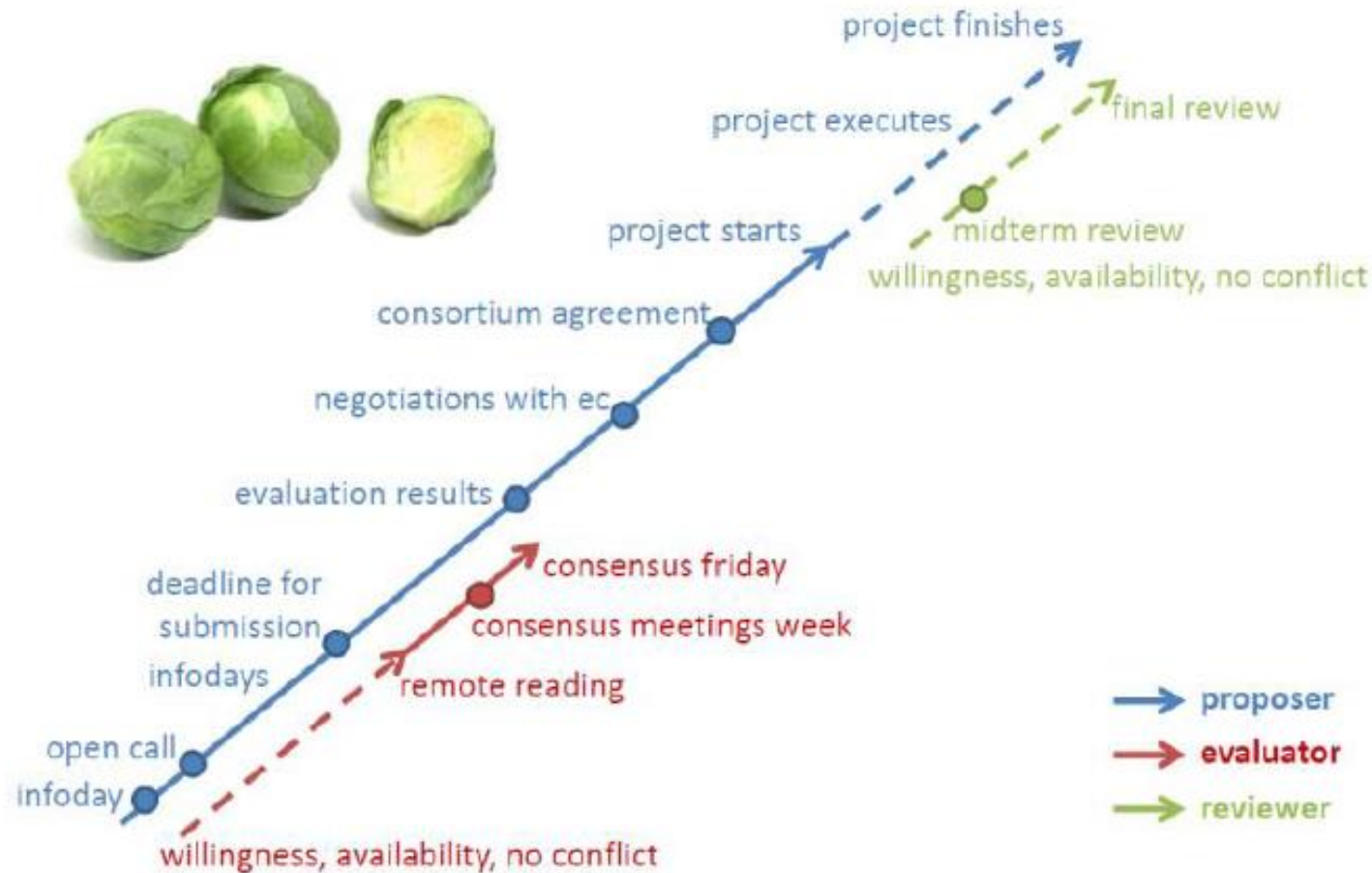


- En nuestro departamento
- En la UA
- En España

ENTENDER EL PROCESO



ENTENDER EL PROCESO





- Ver Programa de Trabajo
- Ver Instrumento
- Ver Fecha de la Convocatoria
- Preguntar.... Apoyo
- Portal del participante:
- <http://ec.europa.eu/research/participants/portal/desktop/en/home.html>



BÚSQUEDA DE SOCIOS

BÚSQUEDA DE SOCIOS (I)



- Colaboradores habituales
- Amigos / Conocidos
- CORDIS: <https://cordis.europa.eu/partners/web/guest/home>
- Participantes en proyectos anteriores (CORDIS)
- Plataformas tecnológicas:
http://cordis.europa.eu/technology-platforms/home_en.html
- Info Days...

BÚSQUEDA DE SOCIOS (I)



- IGLO: <http://www.iglortd.org/>
- Redes Nacionales:
 - PYMERA: <http://www.pymera.org>
 - RED OTRI: <http://www.redotriuniversidades.net>
 - Red FUE: <http://www.redfue.es>

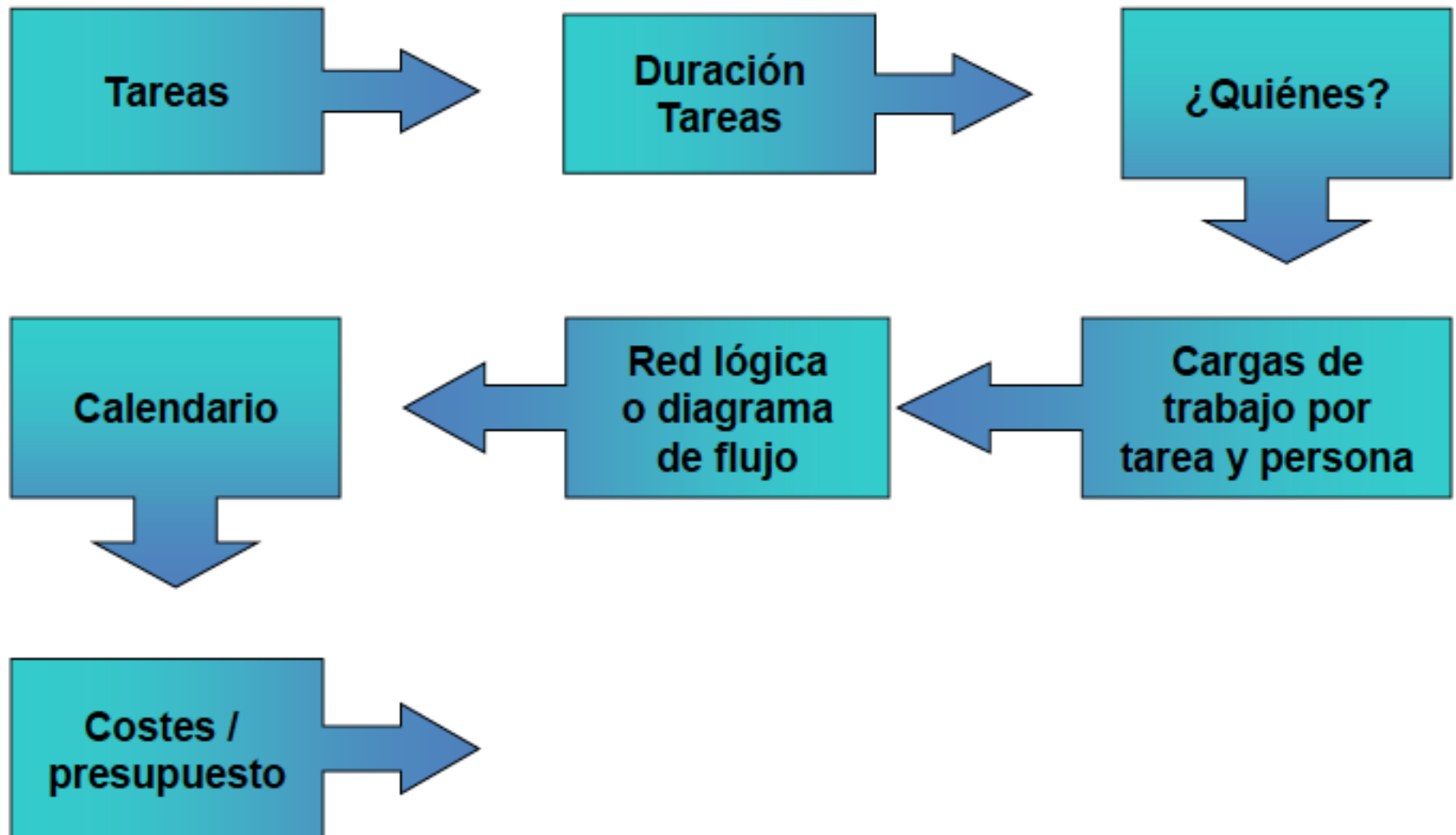


FASE DE PLANIFICACIÓN



- Viajes / reuniones para preparar las propuestas?
- Trabajo en grupo?
- Skype?
- Google docs y similares

HERRAMIENTAS DE COLABORACIÓN





ESTRUCTURA



ESTRUCTURA



Parte A

- Información general
- Datos administrativos de las organizaciones participantes
- Presupuesto de la propuesta
- Tabla de aspectos éticos
- Cuestiones específicas de la propuesta

Parte B

- Excelencia
- Impacto
- Implementación
- Miembros del consorcio
- Aspectos éticos y de seguridad



The screenshot shows the 'Reference Documents' section of the European Commission's Research & Innovation Participant Portal. On the left, a sidebar contains links to the H2020 Online Manual, Reference Documents (H2020 & FP7), Beneficiary Register, Financial Viability Self-Check, and SME Participation. The main content area is titled 'Reference Documents' and includes a description of the page's purpose, a list of actions (click on a folder or ARROW), and a search instruction. Below this, there are tabs for 'H2020' and 'FP7'. A list of document categories follows, including 'Legal basis', 'Model grant agreement', 'H2020 Grants Manual', 'H2020 Prizes Manual', 'H2020 Experts Manual', 'Specific guidelines', 'Work Programmes', 'Calls - proposal templates and evaluation forms', and 'Proposal templates'. A red arrow points to the 'Proposal templates' category, which is expanded to show a list of specific templates: 'Standard proposal template RIA, IA', 'Standard proposal template CSA', 'Standard proposal template PCR, PPI', 'Standard proposal template ERA-NET', 'Standard proposal template EIP', 'Standard proposal template SME-PHASE1', 'Standard proposal template SME-PHASE2', 'Standard proposal form PRIZES', and 'Standard proposal form EURATOM PRIZES'.



Sección 1. Información general

- Acrónimo
- Título de la propuesta
- Duración (meses)
- Palabras clave
- Abstract (máximo 2.000 caracteres)
- Declaraciones del coordinador

Sección 2. Datos administrativos de las organizaciones participantes

- PIC 999895886
- Departamento encargado
- Persona a cargo de la propuesta

PARTE A



European Commission – Research – Participants
Proposal Submission Forms
Directorate-General for Research and Innovation

Proposal ID: Acronym:

1 - General information

Topic: Type of action:

Call identifier: Acronym:

Proposal title*
(Max 200 characters (with spaces). Must be understandable for non-specialists in your field.)

Duration in months:
Estimated duration of the project in full months.

First keyword:

Free keywords:
Enter any words you think give extra detail of the scope of your proposal (max 200 characters with spaces).

Abstract

Short summary (max. 2,000 characters, with spaces) to clearly explain:
 - the objectives of the proposal
 - how they will be achieved
 - their relevance to the work programme.
 Will be used as the short description of the proposal in the evaluation process and in communications with the programme management committees and other interested parties.
 - Do not include any confidential information.
 - Use plain typed text, avoiding formulae and other special characters.
 If the proposal is written in a language other than English please include an English version of this abstract in the "Technical Annex" section.

Remaining characters: 2500

Has this proposal (or a very similar one) been submitted in the past 2 years in response to a call for proposals under the 7th Framework Programme, Horizon 2020 or any other EU programme(s)?

Please give the proposal reference or contract number:

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European Commission – Research – Participants
Proposal Submission Forms
Directorate-General for Research and Innovation

Proposal ID: Acronym:

Declarations

1) The coordinator declares to have the explicit consent of all applicants on their participation and on the content of this proposal. ☐

2) The information contained in this proposal is correct and complete. ☐

3) This proposal complies with ethical principles (including the highest standards of research integrity – aligned with, for instance, in the European Code of Conduct for Research Integrity – and including, in particular, avoiding fabrication, falsification, plagiarism or other research misconduct). ☐

4) The coordinator confirms:

- to have carried out the self-check of the financial capacity of the organization on https://ec.europa.eu/research/participants/portal/desktop/en/organisations/financial_capacity_check.htm. Where the result was: "weak" or "not a member", the coordinator confirms being aware of the measures that may be imposed in accordance with the H2020 Grants Manual (Chapter on Financial capacity check); or ☐

- is exempt from the financial capacity check being a public body including international organisations, higher or secondary education establishment or a legal entity, whose viability is guaranteed by a Member State or associated country, as defined in the H2020 Grants Manual (Chapter on Financial capacity check); or ☐

- as sole participant in the proposal is exempt from the financial capacity check. ☐

5) The coordinator hereby declares that each applicant has confirmed:

- they are fully eligible in accordance with the criteria set out in the specific call for proposals; and ☐

- they have the financial and operational capacity to carry out the proposed action. ☐

The coordinator is only responsible for the correctness of the information relating to his/her own organisation. Each applicant remains responsible for the correctness of the information related to him and declared above. Where the proposal is to be retained for EU funding, the coordinator and each beneficiary applicant will be required to present a formal declaration in this respect.

According to Article 131 of the Financial Regulation of 25 October 2012 on the financial rules applicable to the general budget of the Union (Official Journal L 294 of 26.10.2012, p.01) and Article 145 of its Rules of Application (Official Journal L 302, 31.12.2012, p.1) applicants found guilty of misrepresentation may be subject to administrative and financial penalties under certain conditions.

Personal data protection

Your reply to this grant application will involve the recording and processing of personal data (such as your name, address and CV), which will be processed pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Commission, institutions and bodies and on the free movement of such data. Unless indicated otherwise, your reply to the questions in this form and any personal data requested are required to assess your grant application in accordance with the specifications of the call for proposals and will be processed solely for that purpose. Details concerning the processing of your personal data are available on the [privacy statement](#). Applicants may lodge a complaint about the processing of their personal data with the European Data Protection Supervisor at any time.

Your personal data may be registered in the Early Warning System (EWS) only or both in the EWS and Central Exclusion Database (CED) by the Accounting Office of the Commission, should you be in one of the situations mentioned in:
 - the Commission Decision 2006/690/EC of 10.12.2006 on the early warning system (for more information see the [privacy statement](#)), or
 - the Commission Regulation 2006/1302 of 17.12.2006 on the Central Exclusion Database (for more information see the [Privacy Statement](#)).

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PARTE A



European Commission - Research - Participants
Proposal Submission Forms
Directorate-General for Research and Innovation

Proposal ID: Acronym: Participant:

2 - Administrative data of participating organisations

PIIC **Legal name**

Short name:

Address of the Organisation

Street

City

Postcode

Country

Webpage

Legal Status of your organisation

Research and Innovation legal statuses

Public body no Legal person

Non-profit no

International organisation no

International organisation of European interest no

Secondary or Higher education establishment no

Research organisation no

Small and Medium sized Enterprises (SMEs) no

Academic Sector no

None code

European Commission - Research - Participants
Proposal Submission Forms
Directorate-General for Research and Innovation

Proposal ID: Acronym: Participant:

Departments carrying out the proposed work

Department 1

Department name: State of organisation

Street: Address

Town: Address

Postcode: Address

Country: Address

Dependencies with other proposal participants

Character of dependence	Participant



Sección 3. Presupuesto de la propuesta

- Costes directos de personal
- Otros costes directos
- Costes directos de subcontratación
- Costes indirectos
- Costes totales elegibles
- Tasa de reembolso
- Contribución máxima
- Contribución solicitada

3 - Budget for the proposal

Participant	Country	(A) Direct personnel costs/€	(B) Other direct costs/€	(C) Direct costs of sub- contracting /€	(D) Direct costs of providing financial support to third parties/€	(E) Costs of in-kind contributions not used on the beneficiary's premises/€	(F) Indirect Costs/€ (=0.25(A+B+E))	(G) Special unit costs covering direct & indirect costs	(H) Total estimated eligible costs/€ (=A+B+C+D+F +G)	(I) Reimburse- ment rate	(J) Max. grant / € (=H*I)	(K) Requested grant / €
		0	0	0	0	0	0	0	0	100	0	0
Total		0	0	0	0	0	0	0	0		0	0



Sección 4. Cuestionario de aspectos éticos

- Suele ser más específico en propuesta de los retos sociales Salud, Seguridad o Acción por el Clima

Sección 5. cuestiones específicas de la convocatoria

- Ensayos clínicos
- Instrumento PYME
- ERA-NETs
- Open Data Pilot
- Otros



Única etapa (Propuesta completa)

- Portada
- Sección 1. Excelencia
- Sección 2. Impacto
- Sección 3. Implementación

Presentación en dos etapas (1ª fase)

- Portada
- Sección 1. Excelencia
- Sección 2. Impacto (impactos esperados según se han establecido en el Programa de Trabajo)

PARTE B



RIA/IA

Excelencia

- Objetivos
- Relación con el programa de trabajo
- Concepto y enfoque
- Ambición

Impacto

- Impactos esperados
- Medidas para maximizar el impacto
 - Diseminación y explotación de resultados
 - Actividades de comunicación

Implementación

- Plan de trabajo (Paquetes de trabajo, entregables e hitos)
- Estructura de gestión y procedimientos
- Consorcio como un todo
- Recursos comprometidos

PARTE B



CSA

Excelencia

- Objetivos
- Relación con el programa de trabajo
- Concepto y enfoque, calidad de las medidas de coordinación y apoyo

Impacto

- Impactos esperados
- Medidas para maximizar el impacto
 - Diseminación y explotación de resultados
 - Actividades de comunicación

Implementación

- Plan de trabajo (Paquetes de trabajo, entregables e hitos)
- Estructura de gestión y procedimientos
- Consorcio como un todo
- Recursos comprometidos

COVER PAGE

Title of Proposal

List of participants

Participant No *	Participant organisation name	Country
1 (Coordinator)		
2		
3		

* Please use the same participant numbering as that used in the administrative proposal forms.

Table of Contents

1. Excellence

Your proposal must address a work programme topic for this call for proposals.

⚠ This section of your proposal will be assessed only to the extent that it is relevant to that topic.

1.1 Objectives

- Describe the specific objectives for the project¹, which should be clear, measurable, realistic and achievable within the duration of the project. Objectives should be consistent with the expected exploitation and impact of the project (see section 2).

1.2 Relation to the work programme

- Indicate the work programme topic to which your proposal relates, and explain how your proposal addresses the specific challenge and scope of that topic, as set out in the work programme.

1.3 Concept and approach

- Describe and explain the overall concept underpinning the project. Describe the main ideas, models or assumptions involved. Identify any trans-disciplinary considerations;
- Describe the positioning of the project e.g. where it is situated in the spectrum from 'idea to application', or from 'lab to market'. Refer to Technology Readiness Levels where relevant. (See [General Annex G of the work programme](#));
- Describe any national or international research and innovation activities which will be linked with the project, especially where the outputs from these will feed into the project;
- Describe and explain the overall approach and methodology, distinguishing, as appropriate, activities indicated in the relevant section of the work programme, e.g. for research, demonstration, piloting, first market replication, etc;
- Where relevant, describe how sex and/or gender analysis is taken into account in the project's content.

⚠ Sex and gender refer to biological characteristics and social/cultural factors respectively. For guidance on methods of sex / gender analysis and the issues to be taken into account, please refer to http://ec.europa.eu/research/science-society/gendered-innovations/index_en.cfm

1.4 Ambition

- Describe the advance your proposal would provide beyond the state-of-the-art, and the extent the proposed work is ambitious. Your answer could refer to the ground-breaking nature of the objectives, concepts involved, issues and problems to be addressed, and approaches and methods to be used.
- Describe the innovation potential which the proposal represents. Where relevant, refer to products and services already available on the market. Please refer to the results of any patent search carried out.

¹ The term 'project' used in this template equates to an 'action' in certain other Horizon 2020 documentation.

2. Impact

2.1 Expected impacts

⚠ Please be specific, and provide only information that applies to the proposal and its objectives. Wherever possible, use quantified indicators and targets.

- Describe how your project will contribute to:
 - the expected impacts set out in the work programme, under the relevant topic;
 - improving innovation capacity and the integration of new knowledge (strengthening the competitiveness and growth of companies by developing innovations meeting the needs of European and global markets; and, where relevant, by delivering such innovations to the markets;
 - any other environmental and socially important impacts (if not already covered above).
- Describe any barriers/obstacles, and any framework conditions (such as regulation and standards), that may determine whether and to what extent the expected impacts will be achieved. (This should not include any risk factors concerning implementation, as covered in section 3.2.)

2.2 Measures to maximise impact

a) Dissemination and exploitation of results

- Provide a draft 'plan for the dissemination and exploitation of the project's results' (unless the work programme topic explicitly states that such a plan is not required). For innovation actions describe a credible path to deliver the innovations to the market. The plan, which should be proportionate to the scale of the project, should contain measures to be implemented both during and after the project.

⚠ Dissemination and exploitation measures should address the full range of potential users and uses including research, commercial, investment, social, environmental, policy making, setting standards, skills and educational training.

⚠ The approach to innovation should be as comprehensive as possible, and must be tailored to the specific technical, market and organisational issues to be addressed.

- Explain how the proposed measures will help to achieve the expected impact of the project. Include a business plan where relevant.
- Where relevant, include information on how the participants will manage the research data generated and/or collected during the project, in particular addressing the following issues:²
 - What types of data will the project generate/collect?
 - What standards will be used?

² For further guidance on research data management, please refer to the H2020 Online Manual on the Participant Portal.

- How will this data be exploited and/or shared/made accessible for verification and re-use? If data cannot be made available, explain why.
- How will this data be curated and preserved?

⚠ You will need an appropriate consortium agreement to manage (amongst other things) the ownership and access to key knowledge (IPR, data etc.). Where relevant, these will allow you, collectively and individually, to pursue market opportunities arising from the project's results.

⚠ The appropriate structure of the consortium to support exploitation is addressed in section 3.3.

- Outline the strategy for knowledge management and protection. Include measures to provide open access (free on-line access, such as the 'green' or 'gold' model) to peer-reviewed scientific publications which might result from the project³.

⚠ Open access publishing (also called 'gold' open access) means that an article is immediately provided in open access mode by the scientific publisher. The associated costs are usually shifted away from readers, and instead (for example) to the university or research institute to which the researcher is affiliated, or to the funding agency supporting the research.

⚠ Self-archiving (also called 'green' open access) means that the published article or the final peer-reviewed manuscript is archived by the researcher - or a representative - in an online repository before, after or alongside its publication. Access to this article is often - but not necessarily - delayed ('embargo period'), as some scientific publishers may wish to recoup their investment by selling subscriptions and charging pay-per-download/view fees during an exclusivity period.

b) Communication activities

- Describe the proposed communication measures for promoting the project and its findings during the period of the grant. Measures should be proportionate to the scale of the project, with clear objectives. They should be tailored to the needs of various audiences, including groups beyond the project's own community. Where relevant, include measures for public/societal engagement on issues related to the project.

3. Implementation

3.1 Work plan — Work packages, deliverables and milestones

Please provide the following:

- brief presentation of the overall structure of the work plan;

³ Open access must be granted to all scientific publications resulting from Horizon 2020 actions. Further guidance on open access is available in the H2020 Online Manual on the Participant Portal.

Please refer to submission system for the definitive template for your call

- timing of the different work packages and their components (Gantt chart or similar);
- detailed work description, i.e.:
 - a description of each work package (table 3.1a);
 - a list of work packages (table 3.1b);
 - a list of major deliverables (table 3.1c);
- graphical presentation of the components showing how they inter-relate (Pert chart or similar).

⚠ Give full details. Base your account on the logical structure of the project and the stages in which it is to be carried out. Include details of the resources to be allocated to each work package. The number of work packages should be proportionate to the scale and complexity of the project.

⚠ You should give enough detail in each work package to justify the proposed resources to be allocated and also quantified information so that progress can be monitored, including by the Commission.

⚠ You are advised to include a distinct work package on 'management' (see section 3.2) and to give due visibility in the work plan to 'dissemination and exploitation' and 'communication activities', either with distinct tasks or distinct work packages.

⚠ You will be required to include an updated (or confirmed) 'plan for the dissemination and exploitation of results' in both the periodic and final reports. (This does not apply to topics where a draft plan was not required.) This should include a record of activities related to dissemination and exploitation that have been undertaken and those still planned. A report of completed and planned communication activities will also be required.

⚠ If your project is taking part in the Pilot on Open Research Data⁴, you must include a 'data management plan' as a distinct deliverable within the first 6 months of the project. A template for such a plan is given in the guidelines on data management in the H2020 Online Manual. This deliverable will evolve during the lifetime of the project in order to present the status of the project's reflections on data management.

Definitions:

'Work package' means a major sub-division of the proposed project.

'Deliverable' means a distinct output of the project, meaningful in terms of the project's overall objectives and constituted by a report, a document, a technical diagram, a software etc.

'Milestones' means control points in the project that help to chart progress. Milestones may correspond to the completion of a key deliverable, allowing the next phase of the work to begin. They may also be needed at intermediary points so that, if problems have arisen, corrective measures can be taken. A milestone may be a critical decision point in the project where, for example, the consortium must decide which of several technologies to adopt for further development.



Please refer to submission system for the definitive template for your call

3.2 Management structure and procedures

- Describe the organisational structure and the decision-making (including a list of milestones (table 3.2a))
- Explain why the organisational structure and decision-making mechanisms are appropriate to the complexity and scale of the project.
- Describe, where relevant, how effective innovation management will be addressed in the management structure and work plan.

⚠ Innovation management is a process which requires an understanding of both market and technical problems, with a goal of successfully implementing appropriate creative ideas. A new or improved product, service or process is its typical output. It also allows a consortium to respond to an external or internal opportunity.

- Describe any critical risks, relating to project implementation, that the stated project's objectives may not be achieved. Detail any risk mitigation measures. Please provide a table with critical risks identified and mitigating actions (table 3.2b)

3.3 Consortium as a whole

⚠ The individual members of the consortium are described in a separate section 4. There is no need to repeat that information here.

- Describe the consortium. How will it match the project's objectives? How do the members complement one another (and cover the value chain, where appropriate)? In what way does each of them contribute to the project? How will they be able to work effectively together?
- If applicable, describe the industrial/commercial involvement in the project to ensure exploitation of the results and explain why this is consistent with and will help to achieve the specific measures which are proposed for exploitation of the results of the project (see section 2.2).
- **Other countries:** If one or more of the participants requesting EU funding is based in a country that is not automatically eligible for such funding (entities from Member States of the EU, from Associated Countries and from one of the countries in the exhaustive list included in [General Annex A of the work programme](#) are automatically eligible for EU funding), explain why the participation of the entity in question is essential to carrying out the project

3.4 Resources to be committed

⚠ Please make sure the information in this section matches the costs as stated in the budget table in section 3 of the administrative proposal forms, and the number of person/months, shown in the detailed work package descriptions.

Please provide the following:

- a table showing number of person/months required (table 3.4a)
- a table showing 'other direct costs' (table 3.4b) for participants where those costs exceed 15% of the personnel costs (according to the budget table in section 3 of the administrative proposal forms)

⁴ Certain actions under Horizon 2020 participate in the 'Pilot on Open Research Data in Horizon 2020'. All other actions can participate on a voluntary basis to this pilot. Further guidance is available in the H2020 Online Manual on the Participant Portal.



Please refer to submission system for the definitive template for your call

Table 3.1a: Work package description

For each work package:

Work package number		Start Date or Starting Event					
Work package title							
Participant number							
Short name of participant							
Person/months per participant:							

Objectives

Description of work (where appropriate, broken down into tasks), lead partner and role of participants

Deliverables (brief description and month of delivery)

Please refer to submission system for the definitive template for your call

Table 3.1b: List of work packages

Work package No	Work Package Title	Lead Participant No	Lead Participant Short Name	Person-Months	Start Month	End month
				Total months		

Table 3.1c: List of Deliverables⁵

Deliverable (number)	Deliverable name	Work package number	Short name of lead participant	Type	Dissemination level	Delivery date

KEY

Deliverable numbers in order of delivery dates. Please use the numbering convention <WP number>.<number of deliverable within that WP>.

For example, deliverable 4.2 would be the second deliverable from work package 4.

Type:

Use one of the following codes:

R: Document, report (excluding the periodic and final reports)

DEM: Demonstrator, pilot, prototype, plan designs

DEC: Websites, patents filing, press & media actions, videos, etc.

OTHER: Software, technical diagram, etc.

Dissemination level:

Use one of the following codes:

PU = Public, fully open, e.g. web

CO = Confidential, restricted under conditions set out in Model Grant Agreement

CI = Classified, information as referred to in Commission Decision 2001/844/EC.

Delivery date

Measured in months from the project start date (month 1)

⁵ If your action taking part in the Pilot on Open Research Data, you must include a data management plan as a distinct deliverable within the first 6 months of the project. This deliverable will evolve during the lifetime of the project in order to present the status of the project's reflections on data management. A template for such a plan is available on the Participant Portal (Guide on Data Management).

Table 3.2a: List of milestones

Milestone number	Milestone name	Related work package(s)	Estimated date	Means of verification

KEY

Estimated date

Measured in months from the project start date (month 1)

Means of verification

Show how you will confirm that the milestone has been attained. Refer to indicators if appropriate. For example: a laboratory prototype that is 'up and running'; software released and validated by a user group; field survey complete and data quality validated.

Table 3.2b: Critical risks for implementation

Description of risk	Work package(s) involved	Proposed risk-mitigation measures



Table 3.4a: Summary of staff effort

Please indicate the number of person/months over the whole duration of the planned work, for each work package, for each participant. Identify the work-package leader for each WP by showing the relevant person-month figure in bold.

	WPn	WPn+1	WPn+2	Total Person/ Months per Participant
Participant Number/Short Name				
ParticipantNumber/ Short Name				
Participant Number/ Short Name				
Total Person/Months				

Table 3.4b: 'Other direct cost' items (travel, equipment, other goods and services, large research infrastructure)

Please complete the table below for each participant if the sum of the costs for 'travel', 'equipment', and 'goods and services' exceeds 15% of the personnel costs for that participant (according to the budget table in section 3 of the proposal administrative forms).

Participant Number/Short Name	Cost (€)	Justification
Travel		
Equipment		
Other goods and services		
Total		

Please complete the table below for all participants that would like to declare costs of large research infrastructure under Article 6.2 of the General Model Agreement⁶, irrespective of the percentage of personnel costs. Please indicate (in the justification) if the beneficiary's methodology for declaring the costs for large research infrastructure has already been positively assessed by the Commission.

Participant Number/Short Name	Cost (€)	Justification
Large research infrastructure		

⁶ Large research infrastructure means research infrastructure of a total value of at least EUR 20 million, for a beneficiary. More information and further guidance on the direct costing for the large research infrastructure is available in the H2020 Online Manual on the Participant Portal.



Sección 4: Miembros del consorcio

- Participantes
- Terceras partes involucradas en el proyecto

Sección 5: Aspectos éticos y de seguridad

- Ética
- Seguridad

- No entra dentro del cómputo de las 70 páginas
- Se presenta en un pdf distinto
- Sin límite definido de páginas



Section 4: Members of the consortium

4.1. Participants (applicants). Please provide, for each participant, the following (if available):

- a description of the legal entity and its main tasks, with an explanation of how its profile matches the tasks in the proposal;
- a curriculum vitae or description of the profile of the persons, including their gender, who will be primarily responsible for carrying out the proposed research and/or innovation activities;
- a list of up to 5 relevant publications, and/or products, services (including widely-used datasets or software), or other achievements relevant to the call content;
- a list of up to 5 relevant previous projects or activities, connected to the subject of this proposal;
- a description of any significant infrastructure and/or any major items of technical equipment, relevant to the proposed work; [any other supporting documents specified in the work programme for this call.]

4.2. Third parties involved in the project (including use of third party resources)

Does the participant plan to subcontract certain tasks (please note that core tasks of the project should not be sub-contracted)	Y/N
<i>If yes, please describe and justify the tasks to be subcontracted</i>	
Does the participant envisage that part of its work is performed by linked third parties	Y/N
<i>If yes, please describe the third party, the link of the participant to the third party, and describe and justify the foreseen tasks to be performed by the third party</i>	
Does the participant envisage the use of contributions in kind provided by third parties (Articles 11 and 12 of the General Model Grant Agreement)	Y/N
<i>If yes, please describe the third party and their contributions</i>	

PARTE B



Section 4: Members of the consortium

4.1. Participants (applicants). Please provide, for each participant, the following (if available):

- a description of the legal entity and its main tasks, with an explanation of how its profile matches the tasks in the proposal;
- a curriculum vitae or description of the profile of the persons, including their gender, who will be primarily responsible for carrying out the proposed research and/or innovation activities;
- a list of up to 5 relevant publications, and/or products, services (including widely-used datasets or software), or other achievements relevant to the call content;
- a list of up to 5 relevant previous projects or activities, connected to the subject of this proposal;
- a description of any significant infrastructure and/or any major items of technical equipment, relevant to the proposed work; [any other supporting documents specified in the work programme for this call.]

4.2. Third parties involved in the project (including use of third party resources)

Does the participant plan to subcontract certain tasks (please note that core tasks of the project should not be sub-contracted)	Y/N
<i>If yes, please describe and justify the tasks to be subcontracted</i>	
Does the participant envisage that part of its work is performed by linked third parties	Y/N
<i>If yes, please describe the third party, the link of the participant to the third party, and describe and justify the foreseen tasks to be performed by the third party</i>	
Does the participant envisage the use of contributions in kind provided by third parties (Articles 11 and 12 of the General Model Grant Agreement)	Y/N
<i>If yes, please describe the third party and their contributions</i>	



EVALUACIÓN



Evaluation criteria applicable to Collaborative project proposals

S/T QUALITY “Scientific and/or technological excellence (relevant to the topics addressed by the call)”	IMPLEMENTATION “Quality and efficiency of the implementation and the management”	IMPACT “Potential impact through the development, dissemination and use of project results”
<ul style="list-style-type: none"> • Soundness of concept, and quality of objectives • Progress beyond the state-of-the-art • Quality and effectiveness of the S/T methodology and associated work plan 	<ul style="list-style-type: none"> • Appropriateness of the management structure and procedures • Quality and relevant experience of the individual participants • Quality of the consortium as a whole (including complementarity, balance) • Appropriateness of the allocation and justification of the resources to be committed (budget, staff, equipment) 	<ul style="list-style-type: none"> • Contribution, at the European [and/or international] level, to the expected impacts listed in the work programme under the relevant topic/activity • Appropriateness of measures for the dissemination and/or exploitation of project results, and management of intellectual property.



LCE 13-2015	<p><i>Additional eligibility criteria:</i></p> <p>Proposals which do not include coordination with a Brazilian project will be considered ineligible. Therefore, the EU proposals must unambiguously identify the coordinated Brazilian proposal to be submitted to the Brazilian authorities, and include a detailed description of this proposal.</p> <p>Participants in the EU Collaborative Project are required to conclude a coordination agreement with the Brazilian participants in the coordinated project submitted to the Brazilian authorities.</p> <p><i>Additional selection criterion</i></p> <p>Proposals will be only selected on the condition that their corresponding coordinated Brazilian project is also selected for funding by the Brazilian authorities.</p>
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LCE 12 – 2014 LCE 12 – 2015	<p><i>Additional eligibility criterion</i></p> <p>At least 70% of the marketable bioproducts produced by the plant shall be bioenergy (biofuels, bioliquids, bioenergy carriers, heat, power) calculated on the basis of the energy content.</p>
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- Se solicitará a los expertos que valoren la capacidad operacional de los proponentes para llevar a cabo el trabajo propuesto;
- En las evaluaciones de la primera fase para convocatorias en dos fases exigirá un umbral mínimo de 4 en la excelencia y el impacto;
- Revisar el programa de trabajo y el apartado H de los anexos Generales por si hubiera criterios adicionales a la evaluación estándar



- A tiempo
- Mínimo número de socios (independencia y país)
- Que tenga todas las partes
- Que no esté «fuera del tiesto» solo se declara en casos muy claros – Normalmente lo hace la CE.
- Ciertos criterios específicos
- Presupuesto máximo y mínimo
- Consorcio (ej. SICA)



- Criteria adapted to each funding scheme and each thematic area (specified in the work programme)
- Divided into three main criteria:
 - S&T Quality (relevant to the topic of the call)
 - Concept, Objective, Progress State of the Art, Work-plan
 - Implementation
 - Individual participants and consortium as a whole
 - Allocation of resources



- Impact
 - Contribution to expected impacts listed in work programme
 - Plans for dissemination/exploitation
- Criteria generally marked out of 5
- Individual threshold = 3; overall threshold = 10
- Can vary from call-to-call



0: The proposal fails to address the criterion under examination or cannot be judged due to missing or incomplete information

1: Very poor. The criterion is addressed in a cursory and unsatisfactory manner.

2: Poor. There are serious inherent weaknesses in relation to the criterion in question.

3: Fair. While the proposal broadly addresses the criterion, there are significant weaknesses that would need correcting.

4: Good. The proposal addresses the criterion well, although certain improvements are possible.

5: Excellent. The proposal successfully addresses all relevant aspects of the criterion in question. Any shortcomings are minor.

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Concept and project objective(s) (Criterio 1)

- ☑ The concept of the proposal is sound and well conceived and fully addresses all topics set out in the call.
- ☑ Very high quality and realistic targets

- ☒ The overall innovation dimension is limited.
- ☒ Insufficiently integrated project consisting of unconnected research components.
- ☒ Independent projects brought together but with too little connection among them.
- ☒ The research design is not sufficiently described and the proposal is not convincing in how these new methods will act in practice.
- ☒ Targets are not very clearly defined.
- ☒ The concept and objectives are very briefly described and not enough detail is provided.
- ☒ Some objectives are not very novel and lack clarity with respect to implementation.

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Progress beyond the state-of-the-art (Criterio 1)

- ☑ To apply and improve existing technologies in a new context
- ☑ Status of the technology / field situations / existing work.
- ☑ Progress beyond the state-of-the-art ensured by the innovative content of the proposal.
- ☑ A proper risk identification and a reliable contingency plan.
- ☑ Well-referenced overview of the state of the art, existing limitations and suggested improvements.

- ☒ The technology to be applied is not described in detail and therefore the advance beyond the state-of-the-art of the proposed research is unclear.
- ☒ Lack of references to substantiate the proposed improvements beyond the state-of-the-art.
- ☒ The progress beyond the state-of-the-art has not been clearly identified, is not justified and has been presented only in a rather general way.
- ☒ The state of the art does not reflect the situation for the countries discussed in the proposal.

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Management structure and procedures (Criterio 3)

- ☑ Well conceived management structure and appropriate feedback structures.
- ☑ Procedures for decision making are sufficiently explicit.
- ☑ Efficiently organized management structure, that covers all the WPs and the project as a whole, providing an excellent monitoring system and a transparent decision-making process.
- ☑ Well defined WPs, distributed over the project duration and experienced leadership of each WP.
- ☑ Routine and quality assurance and control activities are well established and clearly defined.
- ☒ The coordination responsibilities to be undertaken should be specified.
- ☒ The overall management, quality control and allocation of person months to management tasks fit the project size.
- ☒ Detailed justification of the management structure and consistency in the different roles.
- ☒ There is no external body / members who could advice the project.
- ☒ Weaknesses and inconsistencies in the management structure. Different roles must not overlap.

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Expected impacts listed in the work programme (Criterio 2)

- ☒ Establish sound scientific partnerships among researchers and SMEs.
- ☒ The project would create potential business opportunities for the SMEs in expanding the technology application.
- ☒ The expected impact will be high as shown by the project's objectives and expected results.
- ☒ Adequacy of assigned tasks that could likely have a significant economic return.

- ☒ The expected impact cannot be evaluated in depth because the exploitation and management of the resulting technology are not sufficiently described.
- ☒ The impact on the general public and some government agencies, however, is questioned.
- ☒ An accurate list of expected deliverable products.
- ☒ Declare appropriately the type of activities.
- ☒ Indicate how external agents/institutions could benefit from this research/network.
- ☒ The contribution of the proposal to the work programme impacts is described only generically and with insufficient detail.
- ☒ Some impacts are not clearly linked to the proposal objectives and activities.

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Dissemination and/or exploitation of project results, and management of intellectual property

- ☑ Appropriate, effective and "professional" dissemination strategies (on-line practical guide, workshops, educational agendas, international publications and website) for stakeholders, academia and the general public, [?]
- ☑ The transferability to SMEs has been well expressed.
- ☑ Intellectual properties issues are addressed.
- ☑ The idea of using the case studies as agents of dissemination is good.

- ☒ Dissemination of the project results outside the academic domain.
- ☒ Elaborate a plan for managing intellectual property rights (IPR).
- ☒ Describe properly the innovation dimension, the exploitation plan and IPR.
- ☒ Detail the cost analysis for a commercial production of the proposed technology.
- ☒ convenience of public access to the deliverables.
- ☒ Specify the timeframe for commercialisation.
- ☒ Adequacy of dissemination measures to the project size.

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Resources to be committed (Criterio 3)

- ☒ Exhaustive description of the allocation and justification of resources to be committed for the consortium as a whole and for the different work packages.
- ☒ Justification of resources to be committed and well documented with clear tables.
- ☒ The resources requested are not sufficiently justified with respect to the stated work plan and objectives.
- ☒ The resources allocated to the R&D aspects or to core tasks are underestimated.
- ☒ The management and other costs are overestimated.
- ☒ No specific resources are allocated for demonstration activities although some activities mentioned in the proposal may fall under this heading.
- ☒ The financial table in section 2.4 (resources to be committed) is too detailed while not giving overview of the use of resources.
- ☒ The subcontracting figure is very high and not adequately justified.

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Consortium as a whole (Criterio 3)

- ☑ The consortium as a whole is well balanced to execute the objectives.
- ☑ The consortium as a whole is of good quality, with multidisciplinary expertise.
- ☑ The consortium consists of high quality partners with complementary expertise and a strong track record in their respective field of expertise.

- ☒ The consortium is geographically unbalanced. The geographical dispersion is narrow
- ☒ Respect minimum percentage participation of concrete types of entities (e.g. SME).
- ☒ The specific role of each partner within the Consortium, is not clearly described.
- ☒ The consortium contains duplication of skills and experience and is not sufficiently justified
- ☒ The consortium as a whole lacks strength in certain areas of expertise in some of the challenging areas of the project.

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S/T methodology and associated work plan (Criterio 3)

- ☒ The proposed methodology must be consistent with the objectives of the proposal and there is a logical succession of building blocks. Status of the technology / field situations / existing work.
- ☒ The proposed methodology is convincing and structured.
- ☒ The methodology used to test existing technology could be described in a more detailed way.
- ☒ There is not sufficient information on the methodology.
- ☒ The proposal fails to describe the exact methodology and goals of the proposed research.
- ☒ The methodology has not been described adequately and there is not enough detail to explain the exact points to be considered. No quantitative targets have been set either.
- ☒ Insufficient explanation of the methodology and its justification with respect to the proposal objectives.

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Overall strategy of the work plan

- ☑ The work plan is very well elaborated and justified with clearly defined deliverables and time schedules.
- ☑ The work plan is excellently described and in line with the objectives.

- ☒ With regard to the workplan, it is noted that some sections are poorly integrated, displaying a series of sub projects and WP description, which is redundant with the description of WPs.
- ☒ The work plan is detailed but its feasibility heavily depends on risks that have been underestimated in the proposal. A contingency plan is missing.

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Work package list / overview

- ☑ The proposal is clearly formulated and it provides a comprehensive overview of relevant ongoing initiatives and defines links with them.
- ☑ The number of work packages used must be appropriate to the complexity of the work and the overall value of the proposed project.
- ☒ The lack of a synthetic overview of the project is exemplified by the excessive number of WPs, milestones and "key steps" in the development of the project, which make monitoring of the progress of the project very difficult.
- ☒ There is insufficient information regarding the proposed method and interlinkage among work packages.
- ☒ When the person months of a work package are relatively low with respect to the size of this WP, it could be considered that the outcomes are at risk.

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List of milestones

- ✗ The list of milestones is not comprehensively presented.
- ✗ Some of the milestones have a too short timing for development, for example starting from a very fundamental research to pilot testing.
- ✗ The milestones do not provide quantifiable targets at the different stages in order to allow continuous assessment of the progress of the work.

Work package descriptions

- ✗ This low-level detail of work package descriptions does not allow the full evaluation of the effectiveness and quality of WPs.

Efforts for the full duration of the project

- ✓ WPs are equally shared between the participating institutions' partners with a balanced allocation of efforts and resources.
- ✓ The planning should be sufficiently detailed to justify the proposed effort and allow progress monitoring by the Commission.

CONSEJOS FINALES



- ▶ VER CIEMAT Y GUILLERMO ALVAREZ

ALGUNOS CONSEJOS



- DIFERENCIARSE
- TENER EN CUENTA EL Nº DE PROPUESTAS QUE EVALÚA UN EXPERTO
- TENER EN CUENTA EL TIEMPO DE UN EXPERTO
- ...SER EVALUADOR



Thank you
for your attention!

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