Submission template for project proposals GeoERA

Stage Two Call

Editorial instructions

The structure of this template must be followed when preparing your proposal. Sections 1, 2 and 3 each correspond to an evaluation criterion for a proposal. The information provided in section 4 and 5 will be used to judge the operational capacity and compliance with the ethics and security codes. To complete this form, please carefully follow the submission guidelines as outlined in Join Call [*Document No. 11 “Submission Template for Project Proposals including Submission Guide”*](http://geoera.eu/wp-content/uploads/2016/11/GeoERA-Call-Document-No.11-Template-and-Guide-v3.pdf)*.*

**Page limit**: For proposals, the cover page and Sections 1, 2 and 3, together should not be longer than 30 pages. All tables – (except those mentioned in section 3: 3.1B, 3.1C, 3.2A, 3.2B, 3.3A, 3.3B and 3.3C) –, figures, references and any other element pertaining to these sections must be included in these sections. Section 4 Members of the consortium and section 5 Ethics and Security do not fall within this set page limit.

Please, do not consider the page limit as a target! It is in your interest to keep your text as concise as possible.

The following **formatting conditions** apply:

The **reference** **font** for the body text is Arial. The **font** **size** allowed is 11 points. Standard character spacing and a minimum of single line spacing is to be used.

The use of a different font for the body text is not advised and is subject to the cumulative conditions that the font is legible and that its use does not significantly shorten the representation of the proposal in number of pages compared to using the reference font (for example with a view to bypass the page limit).

Text elements other than the body text, such as headers, foot/end notes, captions, formula's, may deviate, but must be legible.

The **page** **size** is A4, and all **margins** (top, bottom, left, right) should be at least 15 mm (not including any footers or headers).

To submit your Project Proposal you have to **convert it into pdf-format** and feed it into the Online Submission Tool of NWO ISAAC. If you haven’t an account yet please make sure to create one at <https://isaac.nwo.nl>. Subsequently, submit your proposal by clicking on this [SUBMISSION LINK](https://www.isaac.nwo.nl/subsidieaanvraag?extref=GeoGeo-ERA) .

For further instructions please refer to Joint Call Document [*No. 10 “Online Submission Tool”*](http://geoera.eu/wp-content/uploads/2016/11/GeoERA-Call-Document-No.10_ISAAC-Tool.pdf).

COVER PAGE

Title of project proposal

(Provide a self-explanatory title and acronym).

Abstract (max. 250 words)

(Provide an abstract of your research up to 250 words).

Please indicate the SRT

Select from below and delete the non-relevant SRTs:

GeoEnergy – GE1-Fossil energy, energy security and climate action

GeoEnergy – GE2-Geothermal energy

GeoEnergy – GE3-Energy storage

GeoEnergy – GE4-Induced impacts and hazards

GeoEnergy – GE5-Advancements in developing and using 3d transnational geomodels

GeoEnergy – GE6-Enabling subsurface management and decision support

Groundwater – GW1-Drinking water, human and ecosystem health

Groundwater – GW2-Tools for climate change impact assessment and adaptation

Groundwater – GW3-Harmonization of groundwater resources information at cross-border to Pan-European scale

Groundwater – GW4–Contribute to Groundwater management and interactions with Energy and Mining in rural and urban areas

Raw Materials – RM1–Improving and sustaining the Raw Materials Knowledge Base by periodically delivering a Minerals Yearbook and Inventory Information System

Raw Materials – RM2-Construction material

Raw Materials – RM3-Metallogeny – Geological potential

Raw Materials – RM4-Forecasting and assessing Europe’s Strategic Raw Materials needs

Raw Materials – RM5-Raw materials modelling and interactions with Energy and Groundwater

Information Platform – IP1-Development of an Information Platform to support management and provision of data for the three other themes

List of participants

|  |  |  |  |
| --- | --- | --- | --- |
| # | Participant Legal Name | Institution | Country |
| 1 | XXX [Project Coordinator] |  |  |
| 2 | XXX |  |  |

# Excellence

*(Denote the SRT to which your Project Proposal relates (correspondence to the topic description of the call), and explain how your Project Proposal addresses the specific challenge and scope of that topic, as set out in the Scientific Scope: Joint Call Document No. JC 9 “Call Announcement and Scientific Scope”).*

*Aims and objectives*

*(Please describe the specific aim and objectives for the Project Proposal Objectives should be consistent with the expected exploitation and impact of the project).*

Relation to existing programmes and projects

*(Describe how your Project Proposal relates to existing EU programmes and projects)*

## Concept and methodology

*(Describe the overall concept underpinning the Project Proposal and the main ideas, models or assumptions involved. Identify any inter-disciplinary (or cross-thematic) considerations and, where relevant, use of stakeholder knowledge. Describe and explain the overall methodology, distinguishing, as appropriate, activities indicated in the SRT, e.g. for research, demonstration, piloting etc).*

## Ambition

*(Describe the advance your Project Proposal would provide beyond the state-of-the-art, and the extent the proposed work is ambitious. Explain the advancement compared to other national and international projects and systems. Describe the innovation potential which the Project Proposal represents).*

# Impact

## Expected impact

*(Describe how your Project Proposal will contribute to each of the expected impacts mentioned in the Scientific Scope, under the Specific Research Topic. Also describe any substantial impacts not mentioned in the Scientific Scope. Explain the added value your Project Proposal provides to cross border aspects, to the European Union, to Europe and its stakeholders).*

## Measures to maximise impact

### Dissemination and exploitation of results

*(Provide a concept for the Project dissemination and exploitation of the project's results through a Draft Project Dissemination and Exploitation Plan).*

### Communication activities

*(Show how the proposed measures will help to achieve the expected impact of the project and how the project activities will be communicated to different target audiences).*

## Contribution of Project Proposal to the Information Platform or vice versa

*(Provide any requirements that your project proposal has from the Information Platform Theme, including system development, functionalities or other necessities. Include information on how the participants will manage the research data generated and/or collected during the project.*

*For Project Proposals submitted to SRTs relating to the Information Platform Theme, you have to provide a brief description how your Project Proposal will interact with the other SRTs).*

# Implementation

## Work Plan – Work packages, deliverables

*(Set up a work-plan with work packages and deliverables, providing: - a brief presentation of the overall structure of the work plan; - timing of the different work packages and their components; - detailed work description, i.e.: description of each work package and deliverables (table 3.1a) and a list of work packages (table 3.1b). Include details of resources to be allocated to each workpackage).*

## Management structure, milestones and procedures

*(Describe the organizational structure of the project and the decision-making process - including a list of projects’ milestones (table 3.2a). Explain why the organizational structure and decision-making mechanisms are appropriate to the complexity and scale of the project and how the reporting and meeting duties will be fulfilled.*

*Describe, where relevant, how effective innovation management will be addressed in the management structure and work plan.*

*Describe any critical risks, relating to project implementation. Detail any risk mitigation measures. Please provide a table with critical risks identified and mitigating actions (table 3.2b)).*

## Consortium as a whole

*(Describe the consortium and how will it match the project’s objectives, and bring together the necessary expertise. How do the members complement one another (and cover the value chain, where appropriate). If applicable, describe the involvement of non-funded parties in the project).*

## Resources to be committed

*(Provide the following:*

*- A table showing the number of person months required (table 3.3a)*

*- A table showing ‘other direct costs’ (table 3.3b) for participants*

*- A financial table with requested budget (table 3.3c))*

Tables for section 3.1

**Table 3.1a) Work package description** (This table is **included** in the page limit!)Please complete the table below for **each** work package:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Work package number |  | Lead beneficiary | | |  | |
| Work package title |  | | | | | |
| Participant number |  |  |  |  |  |  |
| Short name of participant |  |  |  |  |  |  |
| Person months per participant |  |  |  |  |  |  |
| Start month |  | | | End month |  | |

|  |
| --- |
| **Objectives** |

|  |
| --- |
| **Description of work** |

|  |
| --- |
| **Deliverables** |

**Table 3.1b) List of work packages** *(This table is not covered by the page limit)*

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

**Table 3.1c) List of deliverables** *(This table is not covered by the page limit)*

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

Tables for section 3.2

**Table 3.2a) List of milestones** *(This table is not covered by the page limit)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Milestone number | Milestone name | Related work package(s) | Due date (in months) | Means of verification |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Table 3.2b) List of critical risks for implementation** *(This table is not covered by the page limit)*

|  |  |  |
| --- | --- | --- |
| Description of risk (indicate level of likelihood: Low/Medium/High) | Work package(s) involved | Proposed risk-mitigation measures |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Table 3.3a) Summary of Staff Effort** *(This table is not covered by the page limit)*

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

**Table 3.3b) ‘Other direct cost’ items (travel, equipment, other goods and services)**

*(This table is not covered by the page limit)*

Please complete the table below for each participant.

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

**Table 3.3c) Financial table with requested budget *(****This table is not covered by the page limit)*

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Participant | (A)  Direct personnel costs  (EUR) | (B)  Other direct costs; travel, equipment, infrastructure, other  (EUR) | (C)  Direct costs of sub-contracting  (EUR) | (D)  Indirect costs (= (A + B) \*0,25)  (EUR) | (E)  Total estimated eligible costs (=A+B+C+D)  (EUR) | (F)  Reimburse-ment Rate (29,7%)[[1]](#footnote-1) | (G)  Requested EU contribution  (=E\*F) | (H)  Surveys in-kind contribution  = (E – G) |
| Participant A |  |  |  |  |  |  |  |  |
| Participant B |  |  |  |  |  |  |  |  |
| Participant C |  |  |  |  |  |  |  |  |

# Members of the consortium

(This section is not covered by the page limit)

## Participants (applicants)

Please provide, for each participant, the following (if available):

* A description of the legal entity and its main tasks (e.g., from GeoERA proposal), 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 (you can upload the CV in ISAAC under the tab Attachments – Curriculum Vitae)
* A list of up to 5 relevant publications, and/or products, services (including widely use 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]

# Ethics and Security (This section is not covered by the page limit)

## Ethics

Do you have an ethics self-assessment? (See “How to complete your ethics self-assessment”)

YES/NO

(If YES,please upload this as an additional document in ISAAC under the tab Attachments – Other)

## Security

Please indicate if your project will involve:

* Activities or results raising security issues: (YES/NO)
* 'EU-classified information' as background or results: (YES/NO)

(See for guidance this document)

1. The EC Reimbursement rate for ERA-NETs is 33%. 10% of this Reimbursement rate is reserved for the Coordination Costs of GeoERA as agreed in the Grant Agreement. Therefore, the Reimbursement rate for GeoERA is these calculations results in 29,7%. [↑](#footnote-ref-1)