ANNEX D – PRE-PROPOSAL FORM

This template is an <u>indicative model</u> of pre-proposal application form. All pre-proposals have to be submitted online via the electronic proposal submission system (EPSS) https://proposals.etag.ee/sustainable-blue/2024*. The format of the pre-proposal application form will be modified to fit the EPSS.*

PRE-PROPOSAL APPLICATION FORM

2024 Joint Co-funded Call for transnational research projects on "Unified paths to climate-neutral, sustainable, and resilient blue economy: engaging civil society, academia, policy, and industry" (Sustainable Blue Economy Partnership).

General guidance for all applicants:

- The Call Text and its Annexes can be downloaded from the Sustainable Blue Economy Partnership https://bluepartnership.eu/;
- All Participants i.e. Consortium Partners, Self-Financed Partners and Subcontractants, must log in onto the EPSS to confirm their participation in a pre-proposal and complete their information as required;
- The content of the pre-proposal must be written in English and follow the set guidelines. The different sections of the pre-proposal should not exceed the prescribed maximum space. Incomplete pre-proposals that do not adhere to the general eligibility criteria and to the national/regional eligibility requirements will be rejected and will not be evaluated;
- Any documents other than those requested as part of the proposal **will not be forwarded** to the International Evaluation Committee (IEC) members;
- The pre-proposal can be submitted by the Consortium coordinator multiple times before the **pre-proposal submitting deadline** on **10th of April, 15H00 CEST (local time in Brussels, Copenhagen, Paris)**. Only the very last submitted copy

will be used by the Joint Call Secretariat (JCS). It is not possible to edit / submit the pre-proposal after this deadline.

1.0   GENERAL PROJECT INFORMATION

CALL ID:	SBEP2024
Proposal ID:	Automatically from EPSS (*e.g.* SBEP2024-1)
Project title[1] (max 255 characters including spaces)	
Short name / Acronym[2] (max 20 characters including spaces)	
Project duration (project period)	**36 months**
Start Date[3]	
Project total costs	
Total funds requested from funding organisations?	
Keywords (min 1 keyword, max 10 keywords)	

2.0   SHORT PROJECT DESCRIPTION

<u>NB</u>*: This part will have to be uploaded as a single pdf on the EPSS.*

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[1] Please note that the project title should be considered as definitive
[2] Please note that the acronym should be considered as definitive
[3] Enter start date in YYYY-MM-DD format, between 2025/05/01 and 2025/08/31

Page limit: <u>The short project description should not be longer than 5 pages.</u> All tables, figures, references, and any other element pertaining to this section must be included as an integral part of these sections and are thus counted against this page limit.

The page limit will be applied automatically. After the deadline, excess pages (in over-long proposals/applications) will be automatically made invisible and will not be taken into consideration by the evaluators.

The proposal is a self-contained document. **Links and hyperlinks are not allowed** and evaluators will be instructed to ignore any information that is specifically designed to expand the proposal, thus circumventing the page limit.

The following **formatting conditions** apply.

- *The reference font for the body text of proposals is Arial. The minimum font size allowed is 11 points. Standard character spacing and a minimum of single line spacing is to be used. This applies to the body text, including text in tables.*
- *Text elements other than the body text, such as headers, foot/end notes, captions, formula's, may deviate, but must be legible (links and hyperlinks are not allowed).*
- *The page size is A4, and all margins (top, bottom, left, right) should be at least 1.27 cm (not including any footers or headers).*
- ***A pre-proposal can be declared as ineligible if formatting conditions are not followed.***

The project description should include the following elements:

- *Fit to the scope to one priority area of the call;*
- *Scientific objectives and main research questions: demonstrate how the activity **advance the knowledge gaps** and the understanding of its field and/or across different fields;*
- *Short description of the theoretical framework, research questions, and hypothesis to be tested. Explain to what extent the proposed work is in adequacy with the addressed priority area of the call;*

- *Explanation of the **novelty of the research** planned, the extent to which the proposed work is ambitious, contributes to scientific excellence and goes beyond the state of the art. Explain to what extent the proposed work explores creative and original concepts and contributes to and/or increasing the advancement of its field across different fields. Explanation of the identified scientific and/or technological risk and the potential breakthrough despite this risk taking. Explanation of the management of risks;*
- *Describe the proposed methodology and research design to answer the identified knowledge gaps and/or achieve the proposed objectives;*
- *Explanation of the **soundness of the proposed methodology**, which includes the appropriate consideration of the ethical issues according to the EU "Do no significant harm" principle (DNSH);*
- *Explain to what extent your **plan of impact** is ambitious to solve the addressed problem. Does your proposed work have a strategic impact on reinforcing competitiveness and/or on solving societal or environmental problems at the European and international levels?*
- *Explanation of the suitability and quality of the measures to maximise expected outcomes and impacts (dissemination, exploitation, communication plan, ocean literacy);*
- *Added value of the European transnational cooperation and networking.*
- ***Stakeholders engagement** in the consortium (quadruple helix)*
- *Relevance for society and/ or policy and/or industry: explain to what extent your project could lead to novel / original contribution for tackling societal and/or policy and/or industrial challenges, including your approach/ambition towards stakeholder and/or end-user engagement to achieve the expected impact on society and/or policy and/or industry.*
- ***European sea-basins:** Which European sea-basins are covered by the pre-proposal? On which European sea-basins your project will have impact on? Explain how.*

It is requested to include a plan that describes what impact the research is expected to achieve in the long run and how it contributes to the overall impacts. One way to make such a plan is to establish a methodology of Theory of Change

(ToC) with a related Impact Pathway (IP) to describe the research process, mentioning well-specified outputs and outcomes. Please refer to the Annex A of the call text: Theory of Change, for more information on how to set up a Theory of Change.

Please be aware that pre-proposals will be evaluated based on their submitted content and written information only <u>and strictly following the assessment criteria «Excellence» and «Impact» as defined in the call text.</u>

3.0   ADMINISTRATIVE DETAILS OF APPLICANTS

<u>NB</u>: *This part will have to be filled in directly in the EPSS.*

Please note that some information will not be evaluated and is collected by the European Commission for the purpose of doing anonymous statistics. This information will be indicated in the EPSS guidelines.

You will have to provide in this section information on the consortium coordinator and the Participants of the project, as well as the requested budget per Partner.

Here Participants refers to partner, self-funded partner and subcontractants.

<u>**What is a Partner?**</u>

Note that depending on the Funding Organisation, a "Partner" can be:
- *a researcher,*
- *an institution,*
- *a laboratory, a department of an institution.*
- *SME*
- *Company other than SME*

Please make sure to respect the general eligibility rules of the call.

Please also consult the Annex B about the national/regional funding eligibility rules of each Participating Funding Organisation in this call which are compulsory. **Applicants are strongly advised to contact their respective Funding Organisations (National Contact Points (NCP) list available in the Annex B of the Call Text) and to confirm their eligibility with their Funding Organisations before submitting the pre-proposal.**

ACCESS AND BENEFIT SHARING

Please note that if you plan to use genetic resources and traditional knowledge associated with genetic resources in your project, you will have to ascertain towards the competent authorities and focal point that these used genetic resources and traditional knowledge associated with genetic resources have been accessed in accordance with applicable access and benefit-sharing legislation or regulatory requirements, and that benefits are fairly and equitably shared upon mutually decided terms, in accordance with any applicable legislation or regulatory requirements[4].

Please also note that if the utilisation of genetic resources or traditional knowledge associated with genetic resources takes place in an EU Member State, users in those states will have to comply with the general due diligence obligation under Art. 4 of Regulation (EU) No 511/2014, as well as the obligation to file due diligence declarations under Art. 7 of Regulation (EU) No 511/2014[5].

For funding, there are 2 categories of Partners:

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[4] Nagoya Protocol on Access to Genetic Resources and the Fair and Equitable Sharing of Benefits Arising from their Utilisation (ABS) to the Convention on Biological Diversity.
[5] Regulation (EU) No 511/2014 of the European Parliament and of the Council of 16 April 2014 on compliance measures for users from the Nagoya Protocol on Access to Genetic Resources and the Fair and Equitable Sharing of Benefits Arising from their Utilisation in the Union

1. Partners from countries (and organisations) eligible for direct funding (designated Partners 1, 2... N) by a participating Funding Organisation of this call;

2. Fully self-financed Partners from any country who bring their own secured budget (designated Partner A, B).

Others Participants: Subcontractants

Subcontractants are subject to the terms and conditions of each Funding Organisation and need to comply with their rules. Generally speaking, subcontracting is understood as the externalization of the execution of a (minor) project task that this Partner cannot execute.

Subcontractants of a Partner 1, 2...N are designated Subcontractant 1,2...N_Partners 1, 2... N (e.g. Subcontractant 1_Partners 1, is a subcontractant of Partner 1).

The Table below indicates the information that will have to be fill out by the Consortium Coordinator (Partner 1) and by all others Partners (2, 3, ...N).

Example: if your consortium is composed by 6 Partners, the following Table will have to be completed for each of the 6 Partners.

Details of the Principal Investigator of Partner 1

Principal Investigator - Consortium Coordinator – Partner 1 (example)					
First Name		*Last name*		*Email*	
Title		*Gender*		*(Female;Male;Non-binary)* – *dropdown menu*	
Nationality	*Dropdown menu*		*ORCID ID*		
Principal investigator's website (including complete list of publications, if any)			*Phone*		
Professional status	Choose between: - Professor -Assistant Professor -Associate Professor -Senior Scientist -Post-doc PhD Student -Other status (speciy)				

Career Stage[6]	Choose between: *Category A: Top grade researcher* *Category B: Senior researcher* *Category C: Recognised researcher* *Category D: First stage researcher* *N: Not applicable*
Employment status information	- on a permanent position - on fixed-term position

Details of the organisation (Partner 1)

Legal full name of the research organisation / Company				
Short name (acronym) of the research organisation/Company – if any				
Participant Identification Code (PIC) number of the Research organisation/Company[7]				
Website				
Street name		**Number**		
PO Box (optional)		**Postal code**	*Cedex (optional)*	
Town		**Country**		*Dropdown menu*
Participant Organisation Type	Choose between: *- HES: Higher or Secondary Education Establishments* *- REC: Research Organisations (including RTOs – Research and Technology Organisations)* *- PRC: Private for-profit entities (excluding Higher or Secondary Education Establishments)* *- PUB: Public Bodies (excluding Research Organisations and Higher or Secondary Education Establishments)* *- OTH: Other (e.g. non-profit organisation)*			

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[6] Category A: the single highest grade/post at which research is normally conducted, *e.g.,* "director of research" or "full professor".

Category B: Researchers working in positions not as senior as top position (a) but more senior than newly qualified doctoral graduates, *e.g.,* "senior researcher", "principal investigator" or "associate/assistant professor".

Category C: the first grade/post into which a newly qualified doctoral graduate would normally be recruited, *e.g.,* "researcher", "investigator" or "post-doctoral fellow".

Category D: Either doctoral students at the IsCED level 8 who are engaged as researchers or researchers working in posts that do not normally require a doctorate degree, *e.g.,* "Ph.D. students" or "junior researchers" (without a Ph.D). These categories are defined in Frascati manual from OECD https://www.oecd.org/sti/inno/frascati-manual.htm(page 249).

[7] A 9-digit number serving as a unique identifier for organisations (legal entities) participating in EU funding programs / procurements. A search tool for organisations and their PICs is available on https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register-search

Status: Private or public?		**If Private:** - Small or Medium-sized Enterprise (SME status): Yes/No - Enterprise other than SME: YES/NO - Other (please specify)

Statistical Classification of Economic Activities (NACE)[8]*:	*Dropdown menu*

Division / Department / Unit or Laboratory			

Street name		**Number**	

PO Box (optional)		*Postal code*		*Cedex (optional)*	

Town		**Country**	*Dropdown menu*

Expertise and partipant´s role in the project? *Describe participant's expertise and role in the project (1000 characters max)*

Other team members involved in the project[9]
Team member 1: First name, Last name, gender, title, email, ORCID id., Nationality, Career Stage
Team member 2: Family name, First name, gender, title, email, ORCID id., Nationality, Career Stage
Team member N: Family name, First name, gender, title, email, ORCID id., Nationality, Career Stage

The Table below indicates the information that will have to be fill out for each Subcontractant for each Partner.

Example: if the Partner 1 has 2 subconctractants, the following Table will have to be completed twice; one Table per Subcontractant (subcontractant 1a, and subcontractant 1b).

Details of the Principal Investigator of Subcontractant 1a

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[8] The NACE code is a Statistical Classification of the Economic Activities of the organisation. You can find further information about NACE at the Eurostat website: https://ec.europa.eu/eurostat/web/nace

[9] Please include all other team members to be involved in the project, would they be funded or not by your project. Do not repeat a principal investigator here. If you do not yet have all the information for a team member (e.g. for a postdoc), you can indicate that the person is not yet known..

Principal Investigator - Subcontractant 1a *(example)*					
First Name		**Last name**		**Email**	
Title		**Gender**	*(Female;Male;Non-binary) – dropdown menu*		
Nationality	*Dropdown menu*	**ORCID ID**			
Principal investigator's **website** (including complete list of publications, if any)			**Phone**		
Professional status	Choose between: - *Professor* -*Assistant Professor* -*Associate Professor* -*Senior Scientist* -*Post-doc* *PhD Student* -*Other status (speciy)*				
Career Stage[10]	Choose between: *Category A: Top grade researcher* *Category B: Senior researcher* *Category C: Recognised researcher* *Category D: First stage researcher* *N: Not applicable*				
Employment status information	- on a permanent position - on fixed-term position				

Details of the organisation (Subcontractant 1a)

Legal full name of the research organisation / Company	
Short name (acronym) of the research organisation/Company – if any	
Participant Identification Code (PIC) number of the Research organisation/Company11	
Website	

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[10] Category A: the single highest grade/post at which research is normally conducted, *e.g.,* "director of research" or "full professor".
Category B: Researchers working in positions not as senior as top position (a) but more senior than newly qualified doctoral graduates, *e.g.,* "senior researcher", "principal investigator" or "associate/assistant professor".
Category C: the first grade/post into which a newly qualified doctoral graduate would normally be recruited, *e.g.,* "researcher", "investigator" or "post-doctoral fellow".
Category D: Either doctoral students at the IsCED level 8 who are engaged as researchers or researchers working in posts that do not normally require a doctorate degree, *e.g.,* "Ph.D. students" or "junior researchers" (without a Ph.D). These categories are defined in Frascati manual from OECD https://www.oecd.org/sti/inno/frascati-manual.htm(page 249).
[11] A 9-digit number serving as a unique identifier for organisations (legal entities) participating in EU funding programs / procurements. A search tool for organisations and their PICs is available on https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register-search

Street name			Number		
PO Box (optional)		**Postal code**		**Cedex (optional)**	
Town		**Country**		*Dropdown menu*	
Participant Organisation Type	Choose between: - *HES: Higher or Secondary Education Establishments* - *REC: Research Organisations (including RTOs – Research and Technology Organisations)* - *PRC: Private for-profit entities (excluding Higher or Secondary Education Establishments)* - *PUB: Public Bodies (excluding Research Organisations and Higher or Secondary Education Establishments)* - *OTH: Other (e.g. non-profit organisation)*				
Status: Private or public?		If Private: - Small or Medium-sized Enterprise (SME status): Yes/No - Enterprise other than SME: YES/NO - Other (please specify)			
Statistical Classification of Economic Activities (NACE)[12]*:				*Dropdown menu*	
Division / Department / Unit or Laboratory					
Street name			**Number**		
PO Box (optional)		*Postal code*		*Cedex (optional)*	
Town		**Country**		*Dropdown menu*	
Expertise and partipant´s role in the project? *Describe participant's expertise and role in the project (1000 characters max)*					
Other team members involved in the project[13]					
Team member 1: First name, Last name, gender, title, email, ORCID id., Nationality, Career Stage Team member 2: Family name, First name, gender, title, email, ORCID id., Nationality, Career Stage					

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[12] The NACE code is a Statistical Classification of the Economic Activities of the organisation. You can find further information about NACE at the Eurostat website: https://ec.europa.eu/eurostat/web/nace

[13] Please include all other team members to be involved in the project, would they be funded or not by your project. Do not repeat a principal investigator here. If you do not yet have all the information for a team member (e.g. for a postdoc), you can indicate that the person is not yet known..

> Team member N: Family name, First name, gender, title, email, ORCID id., Nationality, Career Stage

The Table below indicates the information that will have to be fill out by the Self-financed Partner(s) (Partner A, B).

Example: if your consortium is composed by 2 Self-financed Partners, the following Table will have to be completed for each of the 2 Self-financed Partners.

Details of the Principal Investigator of Self-financed Partner A

Principal Investigator: Self-financed Partner A (example)					
First Name		**Last name**		**Email**	
Title		**Gender**		(Female;Male;Non-binary) – dropdown menu	
Nationality	Dropdown menu		**ORCID ID**		
Principal investigator's **website** (including complete list of publications, if any)			**Phone**		
Professional status	Choose between: - Professor -Assistant Professor -Associate Professor -Senior Scientist -Post-doc PhD Student -Other status (speciy)				
Career Stage[14]	Choose between:				

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[14] Category A: the single highest grade/post at which research is normally conducted, *e.g.*, "director of research" or "full professor".
Category B: Researchers working in positions not as senior as top position (a) but more senior than newly qualified doctoral graduates, *e.g.*, "senior researcher", "principal investigator" or "associate/assistant professor".
Category C: the first grade/post into which a newly qualified doctoral graduate would normally be recruited, *e.g.*, "researcher", "investigator" or "post-doctoral fellow".
Category D: Either doctoral students at the IsCED level 8 who are engaged as researchers or researchers working in posts that do not normally require a doctorate degree, *e.g.*, "Ph.D. students" or "junior researchers" (without a Ph.D). These categories are defined in Frascati manual from OECD https://www.oecd.org/sti/inno/frascati-manual.htm(page 249).

	Category A: Top grade researcher *Category B: Senior researcher* *Category C: Recognised researcher* *Category D: First stage researcher* *N: Not applicable*
Employment status information	Choose between: - *on a permanent position* - *on fixed-term position*

Details of the organisation (Self-financed Partner A)

Legal full name of the research organisation / Company						
Short name (acronym) of the research organisation/Company – if any						
Participant Identification Code (PIC) number of the Research organisation/Company15						
Website						
Street name			**Number**			
PO Box (optional)		**Postal code**		**Cedex (optional)**		
Town			**Country**	*Dropdown menu*		
Participant Organisation Type	Choose between: - *HES: Higher or Secondary Education Establishments* - *REC: Research Organisations (including RTOs – Research and Technology Organisations)* - *PRC: Private for-profit entities (excluding Higher or Secondary Education Establishments)* - *PUB: Public Bodies (excluding Research Organisations and Higher or Secondary Education Establishments)* - *OTH: Other (e.g. non-profit organisation)*					
Status: Private or public?		**If Private:** - Small or Medium-sized Enterprise (SME status): Yes/No - Enterprise other than SME: YES/NO - Other: please specify				

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15 A 9-digit number serving as a unique identifier for organisations (legal entities) participating in EU funding programs / procurements. A search tool for organisations and their PICs is available on https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register-search

Statistical Classification of Economic Activities (NACE)[16]*:				*Dropdown menu*
Division / Department / Unit or Laboratory				
Street name		**Number**		
PO Box (optional)	**Postal code**		*Cedex (optional)*	
Town		**Country**	*Dropdown menu*	
Expertise and partipant´s role in the project? *Describe participant's expertise and role in the project (1000 characters max)*				
Other team members involved in the project[17]				
Team member 1: First name, Last name, gender, title, email, ORCID id., Nationality, Career Stage Team member 2: Family name, First name, gender, title, email, ORCID id., Nationality, Career Stage Team member N: Family name, First name, gender, title, email, ORCID id., Nationality, Career Stage				

4.0   SUMMARY OF THE PROJECT

NB: This part will have to be filled in directly in the EPSS.

4.1   Summary

(min 500 and max 3,000 characters including spaces)

4.2   Priority areas

Please indicate the priority area addressed by your project.

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[16] The NACE code is a Statistical Classification of the Economic Activities of the organisation. You can find further information about NACE at the Eurostat website: https://ec.europa.eu/eurostat/web/nace

[17] Please include all other team members to be involved in the project, would they be funded or not by your project. Do not repeat a principal investigator here. If you do not yet have all the information for a team member (e.g. for a postdoc), you can indicate that the person is not yet known.

Priority areas in the Sustainable Blue Economy Patnership joint call 2024 *(Please choose one priority area for your project)*	
Priority area 1: Digital Twins of the Oceans (DTO) at regional sub basin scale	
Priority area 2: Blue economy sectors, development of marine multi-use infrastructures	
Priority area 3: Planning and managing sea-uses at the regional level	
Priority area 4: Blue Bioresources	

4.3   Scientific Disciplines

Please indicate the scientific disciplines involved in your project.

Scientific disciplines involved
Please indicate the scientific disciplines mobilised in your project, depending on the expertise of the members of your consortium
To be selected from a standardised list (available on the EPSS) – multiple choices

4.4   Sea-basins/ocean

Please indicate the sea-basins/ocean covered by your project.

Sea-basins/ocean covered by the project *(multiple choice option)*	
Mediterranean sea	
Black Sea	
Baltic Sea	
North Sea	
Atlantic Ocean	

4.5   Study areas/countries

Study areas/countries covered by the project (please do not indicate here the nationality of the members of the consortium but the areas and countries studied in your proposals (research scope, studied sites, etc.))

(max 3,500 characters including spaces)

4.6   Preliminary Data Management Information

(max 2,500 characters including spaces)

Please address the following questions:

- Who will be responsible for developing, implementing, overseeing, and updating the DMP (role, position, and institution)? For collaborative projects, explain the coordination of data management responsibilities across partners;

- What types of datasets of long-term value do you expect the project will produce or reuse?

"Long-term" means those data that will or may be of value to others within your research community and/or the wider research, innovation and stakeholder communities.

Data of long-term value should meet the FAIR principles; *i.e.* they should be findable, accessible, interoperable and reusable.

- How have you accounted for the costs required to manage the data and digital outputs to ensure long-term accessibility?

Please refer to the guidelines in Annex F – Open Access and Fair Data, of the Call text, for more information on how to establish a Data Management Plan and the principles of the Sustainable Blue Economy Patnership regarding data management.

5.0   COMPLIANCE WITH EU REQUIREMENTS

5.1   Do no significant harm principle[18]

Does your project comply with the "Do no significant harm principle"? YES / NO

Please specify: (Maximum number of characters allowed: 1000)

5.2   Compliance with EU Taxonomy[19]

- Describe how your proposal will make a substantial contribution to at least one of the six environemental objectives:

1. Climate change mitigation

2. Climate change adaptation

3. The sustainable use and protection of water and marine resources

4. The transition to a circular economy

5. Pollution prevention and control and 6. The protection and restoration of biodiversity and ecosystems

- Explain how your proposal do no significant harm (DNSH) to the other five objectives

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[18] The Do no significant harm principle was introduced in the European Green Deal to ensure that the research and innovation activities do not make significant harm to any of the six following environmental objectives (EU Taxonomy Regulation): climate change mitigation, climate change mitigation, sustainable use & protection of water & marine resources, Pollution prevention & control, Transition to a circular economy and Protection and restoration of biodiversity & ecosystems. You can find more information on what is considered as doing significant harm to the above objectives in the following note: https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/faq/15485

[19] The EU Taxonomy Regulation adopted in June 2020 is a tool that will help investors, industry and researchers to navigate the transition to a sustainable economy by providing a science-based classification system to determine whether an economic activity is environmentally sustainable. https://research-and-innovation.ec.europa.eu/news/all-research-and-innovation-news/research-and-innovation-heart-eu-taxonomy-2021-04-21_en and https://research-and-innovation.ec.europa.eu/system/files/2021-04/ec_rtd_research-innovation-eu-taxonomy.pdf

- Explain how your proposal meet minimum social safeguards such as the OECD Guidelines on Multinational Enterprises and the UN Guiding Principles on Business and Human Rights.

6.0   BUDGET

NB: This part will have to be filled in directly in the EPSS.

!! Please note that you should indicate in this table an indicative repartition between the different categories of costs, the total budget / total costs of the project and the budget requested to your PFO for this 2024 Sustainable Blue Economy Partnership call. Please make sure to follow your Funding Organisations' rules. !! (see Annex B of the Call Text).

Please note that for each Partner you are requested to indicate both the total costs of the project and the requested funding budget:

-       The total costs/expenses (column Total costs) comprise all the costs related to the project independently of national funding rules. You have to indicate here all the costs of the project (including personnel costs of permanent staff not eligible; etc.)

-       Requested funding budget (column Funding request) comprises costs or expenses for personnel (including permanent salaries depending on Funding Organisations' rules), travelling, consumables, overheads (if fundable), subcontracts etc. that you will request to your Funding Organisation.

For requested funding budget, the cost calculation has to be **based for each Partner on its Funding Organisations' rules; for questions, please contact National Contact Point of your Funding Organisation.**

!! Please note that some Funding Organisations cannot provide 100% of eligible costs. Please make sure to follow your Funding Organisations' rules!!

MANDATORY COSTS:

The funded projects are considered to form part of an international research programme for which activities will be organised, namely a kick-off meeting, a mid-term meeting and a final meeting. These events will be possibly organised back-to-back with other workshops/events. The coordinators of funded projects should actively engage to these three joint activities. Accordingly, the cost for attendance to the physical meetings should be foreseen in their proposals' budget.

The indicated requested budget per Partner should be considered definitive, unless minor adjustment is requested by the Funding Organisations. Between pre-proposal and full proposal stage, change of budget can be allowed by the relevant Funding Organisation provided they are in line with the general rules of the call and the rules of the Funding Organisations. The Funding Organisation can decide according to its own rules whether it needs a justification.

Each Partner must report its own budget (including the subcontracting costs) as following:

Example: Budget Table of Partner 1 (including budget of each subcontractant 1a, 1b...1n)

Partner 1 - Budget	Cost category		Total cost *(in EURO, incl. VAT)*	Funding request *(in EURO, incl. VAT depending on rules[20])*
Partner 1 *Name of the research organisation/company Country*	Salaries	Permanent		
		Non-permanent		
		Total		
	Travel			

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[20] Please make sure that VAT is eligible according to national/regional legal framework and Funding Organisations' rules. If not, please do not include VAT.

Funding organisation[21]	Participation to joint activities of the SBEP Initiative			
	Consumables			
	Equipment			
	Other costs			
	Overheads			
	Subcontracting costs [22]			
	Total			
Subcontractant 1a[23] Name of the research organisation/company Country	Salaries	Permanent		0 €
		Temporary		0 €
		Total		0 €
	Travel			0 €
	Consumables			0 €
	Equipment			0 €
	Other costs			0 €
	Overheads			0 €
	Total			0 €

Each Self-financed Partner must report its own budget as following:

Example: Budget Table of Self-financed Partner A

Self-financed Partner A - Budget	Cost Category		Total cost (in EURO, incl. VAT)	Funding request (in EURO, incl. VAT depending on rules)
Self-financed Partner A[24] Name of the research organisation/company Country	Salaries	Permanent		0 €
		Non-permanent		0 €
		Total		0 €

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[21] Please indicate to which Funding Organisation you are requesting funds. If more than one Funding Organisation from your country is participating in the call, please indicate which one should fund your project. It is not possible to indicate more than one Funding organisation per country.

[22] Indicate here the total budget and requested budget for your subcontractants and/or any other subcontracting costs.

[23] For subcontractants, each subcontracting Parner must fill out the information for each of its subcontractants. Subcontractants have to indicate the total budget per cost category (column 'Total costs'). For a subcontractant, you should indicate 0€ in the column 'Funding request'. The share of their costs for which you will request funding from your Funding Organisation should be included in the 'Funding request' of the subcontracting Partner (Partner 1, 2, 3, etc.).

[24] Self-financed Partners have to indicate the total budget per cost category (column 'Total costs'). The Self-financed Partner should indicate 0€ in the column 'Funding request'.

	Travel		0 €
	Consumables		0 €
	Equipment		0 €
	Other costs		0 €
	Overheads		0 €
	Total		0 €

For self-financed Partners, please indicate shortly how their participation to the project will be funded.

Self-financed Partner A *Name of the research organisation/company Country*	The Partner will be funded through … *(Use as many lines as needed)*

Total budget of the project: Please note that this Table will be partly generated automatically in the EPSS, based on the information provided in the Partners budget tables.

Cost Category		**Total cost** *(in EURO, incl. VAT)*	**Funding request** *(in EURO, incl. VAT depending on rules[25])*
Salaries	Permanent		
	Non-permanent		
	Total		
Travel			
Participation to joint activities of the SBEP initiative			
Consumables			
Equipment			
Other costs			
Overheads			
Subcontracting costs			
Total[26]			

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[25] Please make sure that VAT is eligible according to national/regional legal framework and Funding Organisations' rules. If not, please do not include VAT.

[26] The total for the column "total costs /expenses" should include the costs of subcontractants and self-financed Partners (Partners 1a, 1b, 2a, etc.); the total for the column "Funding request" should not include the costs of subcontractants and self-financed Partners as they do not directly request funding. For subcontractants, when eligible, their budget should be included in the requested budget of the subcontracting Partner (Partner 1, 2, 3, etc.).

7.0 <u>BRIEF CVS</u> FOR THE PRINCIPAL INVESTIGATOR OF EACH PARTNER INVOLVED IN THE PROJECT

<u>NB</u>: *This part will have to be filled in directly in the EPSS, using the CV template below.*

When relevant, please include the CVs of self-financed partners and subcontractants. When relevant, please specify in the CVs, the Partners' capacity to involve stakeholders.

Participation status: *<Project Coordinator or principal investigator of a participant>*
Name:
Nationality:
Institution, City, Country:
E-mail:
URL / website (including complete list of publications if any):
Professional status: <Professor, Assistant professor, Associate professor, Senior scientist, Post-Doc, PhD-student, Other>
Education: <Year; type of education; organisation; country > <Year; type of education; organisation; country > …
Positions: <Year; Position; organisation; country > <Year; Position; organisation; country > …
Awards received / other responsibilities *(max 1,000 characters including spaces)*
General expertise and its relevance for the project *(max 1,000 characters including spaces)*
Up to 5 most important achievements, publications, IP (*e.g.* patents) relevant to the proposal over 2018-2023, if any: <…> <…> <…> <…> <…>

8.0   EXCLUSION OF POTENTIAL REVIEWERS (OPTIONAL)

<u>NB</u>: *This part will have to be filled in directly in the EPSS.*

List here potential reviewers who, you think, should not be asked to evaluate the project for reasons of direct competition and partiality. Also provide the names of significant collaborators that should not be used as reviewers due to conflicts of interest.

Potential competitors

	First Name	Last Name	Organisation	Country	E-mail address	Rationale for excluding the reviewer
1						
2						
3						
N						

Insert as many lines as needed

Collaborators with conflict of interest

	First Name	Last Name	Organisation	Country	E-mail address	Rationale for excluding the reviewer
1						
2						
3						
N						

Insert as many lines as needed

9.0   SUGGESTION OF POTENTIAL REVIEWERS (OPTIONAL)

Please indicate up to 4 experts who could review your proposal, including their field expertise. The rules on conflict of interest set forth in 4.3. 'Confidentiality and conflict of interests' in the Call Text apply to these suggestions.

<u>*NB*</u>*: This part will have to be filled in directly in the EPSS.*

	First Name	Last Name	Organisation	Country	E-mail address	Link to his/her website	Field of expertise
1							
2							
3							
4							

Please note that these are only suggestions for consideration by the Call Steering Committee (CSC).

10.0 CONFIRMATION OF SUBMISSION & USE OF DATA

Each Participant i.e. Partners, Self-financed Partner(s) and subcontractant(s) must validate its participation to the project by logging into the EPSS.

Each Partner and Self-financed Partner must carefully read the documents. Each Partner is strongly advised to contact its respective National Contact Point(s) for any question or doubt to ensure the compliance with the Funding Organisation funding rules. Some funding organisations may also require the submission of national documents in addition to the international pre-proposal.

Further information is available on the ANNEX B: National contact points and national/regional funding rules of the Call Text.

You will NOT be funded without fully complying with the requirements of each relevant Funding Organisation.

For information: the data provided in this pre-proposal application form will be used to:

- *communicate with you about the call and application process;*
- *allow the JCS and the funding organisations to perform the eligibility check and the national eligibility checks of the applicants, respectively;*
- *assess the competencies and complementarities of your proposal and consortia by the IEC members;*
- *award funding if your application is successful;*
- *analyse and describe our applicant pool (the name of applicants is anonymised in our analysis);*
- *collect your feedbacks and improve our communications with potential future applicants in future Joint Calls.*

Anonymity and confidentiality will be maintained throughout processing of these data for the production of statistics. Please note that these data will be accessible to Funding Organisations participating to the call, including the ones based in non-EU countries. Protection of personal data and compliance with the [EU's General Data Protection Regulation (2016/679)](#) (GDPR) is however ensured.

Retention of personal data shall take an end in accordance with the EPSS General Data Protection Policy.