



EM TRAININGS



Europa Media Trainings

Key steps in proposal writing in Horizon Europe

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Managing Director – Geonardo

Horizon Europe Proposal Development: the first steps
Jožef Stefan Institute
Ljubljana, 19 April 2023

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Funding & Tenders Portal

Find calls for proposals and tenders

Search calls for proposals and tenders by keywords, programmes...

EU Programmes					
Asylum, Migration and Integration Fund (AMIF)	Border Management and Visa Instrument (BMVI)	Customs Control Equipment Instrument (CCEI)	Connecting Europe Facility (CEF)	Citizens, Equality, Rights and Values Programme (CERV)	Creative Europe (CREA)
Customs Programme (CUST)	Digital Europe Programme (DIGITAL)	Europe Direct (ED)	European Defence Fund (EDF)	European Parliament (EP)	EU Anti-fraud Programme (EUAF)
European Solidarity Corps (ESC)	Erasmus+ Programme (ERASMUS+)	European Social Fund + (ESF)	European Maritime, Fisheries and Aquaculture Fund (EMFAF)	Euratom Research and Training Programme (EURATOM)	Fiscalis Programme (FISC)
Innovation Fund (INNOVFUND)	Internal Security Fund (ISF)	Horizon Europe (HORIZON)	Single Market Programme (SMP)	Social Prerogative and Specific Competencies Lines (SOCPL)	EU External Action (RELEX)
Justice Programme (JUST)	Protection of the Euro against Counterfeiting Programme (PERICLES)	Pilot Projects and Preparatory Actions (PPPA)	Programme for the Environment and Climate Action (LIFE)	Promotion of Agricultural Products (AGRIP)	Research Fund for Coal & Steel (RFCS)

News

20 Sep, 2021

Webinar on avoiding errors in personnel cost accounting in Horizon 2020 grants, 30 September 2021, 10:00 CEST

On 30 September 2021 from 10:00 to 12:00 (CEST, Brussels time) the Commission is organising a webinar on the rules for reporting costs in grants under Horizon 2...

17 Sep, 2021

Virtual Brokerage Event for Cluster 2 in Horizon Europe – A Sustainable Future for Europe

The event will focus on the partner search especially for topics covered within the 2022 call 'A sustainable future for Europe' in Cluster 2 'Culture, Creativ...


14 Sep, 2021


Horizon Results Platform (HRP) featured in Euronews article on bridging the gap between research and market

The Horizon Results Platform promotes all EU-funded research and innovation. It aims to build a bridge between Europe's most innovative startups and private inv...

[All news >](#)

Useful links

 [Calls for tenders on Ted](#)

 [Overview of all EU funding opportunities](#)

FINDING A CALL

☒ Match whole words only

☒ GRANTS ☒ TENDERS

Submission status

✓
Forthcoming (30)

✓
Open for submission (19)

✓
Closed

Programming period

2021 - 2027 (49)

Horizon Europe (HORIZON)

Programme part

Culture, creativity and inclusive society

Mission

Select a Mission...

Destination

Select a Destination...

Quick search on specific priorities

Select a Priority...

Funding and tenders (49)



Sort by:

Submission status

Grant Providing support in a changing world of work and social protection

Open for submission

Programme Horizon Europe (HORIZON)
ID HORIZON-CL2-2021-TRANSFORMATIONS-01-02
Types of action HORIZON Research and Innovation Actions

Deadline model single-stage
Opening date 22 June 2021
Deadline date 07 October 2021 17:00:00 Brussels time

Grant Upgrading Independent Knowledge on Contemporary China in Europe

Open for submission

Programme Horizon Europe (HORIZON)
ID HORIZON-CL2-2021-TRANSFORMATIONS-01-07
Types of action HORIZON Research and Innovation Actions

Deadline model single-stage
Opening date 22 June 2021
Deadline date 07 October 2021 17:00:00 Brussels time

Grant Coordination of European cultural heritage research and innovation among Member States

Open for submission

Programme Horizon Europe (HORIZON)
ID HORIZON-CL2-2021-HERITAGE-02-02
Types of action HORIZON Coordination and Support Actions

Deadline model single-stage
Opening date 22 June 2021
Deadline date 07 October 2021 17:00:00 Brussels time

Grant The future of liberal democracy in Europe

Open for submission

Programme Horizon Europe (HORIZON)
ID HORIZON-CL2-2021-DEMOCRACY-01-01
Types of action HORIZON Research and Innovation Actions

Deadline model single-stage
Opening date 22 June 2021
Deadline date 07 October 2021 17:00:00 Brussels time

Horizon Europe (HORIZON) clear filter

Upgrading Independent Knowledge on Contemporary China in Europe

TOPIC ID: HORIZON-CL2-2021-TRANSFORMATIONS-01-07

Grant

General information	General information		
Topic description	Programme Horizon Europe Framework Programme (HORIZON)		
Destination	Call Inclusiveness in times of change (HORIZON-CL2-2021-TRANSFORMATIONS-01)		
Conditions and documents	See budget overview		
Partner search			
Submission service	Type of action HORIZON-RIA HORIZON Research and Innovation Actions	Type of MGA HORIZON Action Grant Budget-Based [HORIZON-AG]	Open for submission
Topic related FAQ	Deadline model single-stage	Opening date 22 June 2021	Deadline date 07 October 2021 17:00:00 Brussels time
Get support			
Call updates			
	Topic description		
	ExpectedOutcome: Proposals are expected to contribute to all of the following expected outcomes: <ul style="list-style-type: none">Take stock, identify weaknesses, and advance our knowledge on contemporary China's social, cultural, political, and economic characteristics, on the impact of its foreign policy, and on its compliance with international obligations/laws/norms (or lack thereof). Scrutinize new global narratives and how these compare and interact with European interests and values and identify possible areas of mutually beneficial cooperationIncrementally develop and network independent European knowledge and expertise on Contemporary China in order to mainstream knowledge and enhance the European capacity to bring forward coherent and fact-based policy-making. This should be done by taking into account and building upon existing knowledge and relevant networks already being developed and/or strengthened at the level of Member States in order to increase knowledge sharing across Europe, create new synergies between knowledge nodes, and complement existing knowledge enhancing strategies.		
	Scope: show more...		

[SEARCH FUNDING & TENDERS](#) ▾[HOW TO PARTICIPATE](#) ▾[PROJECTS & RESULTS](#)[WORK AS AN EXPERT](#)[SUPPORT](#) ▾

Horizon Europe (HORIZON)

- Key steps
- Reference documents
- Participant register
- Partner search

Reference Documents

Grants

This page includes reference documents of the programmes managed on the EU Funding & Tenders portal starting with

Please select the programme to see the reference documents.

Procurement

Reference Documents related to tendering opportunities are published on [TED eTendering](#) in the calls for tenders.



- + Legislation
- + Work programme & call documents
- + Grant agreements and contracts
- + Guidance
- + Templates & forms
- + Funding & Tenders Portal

– Templates & forms

– Application forms

Standard application form (HE RIA,IA) >

Standard application form (HE CSA) >

Standard application form (HE RI) >

Standard application form (HE ERC STG) >

Standard application form (HE ERC COG) >

MY AREA – SUBMISSION



Funding & tender opportunities

Single Electronic Data Interchange Area (SEDIA)

Welcome Jelena Lazic (n002hdpa)



Manage my area | SEARCH FUNDING & TENDERS | HOW TO PARTICIPATE | PROJECTS & RESULTS | WORK AS AN EXPERT | SUPPORT

My Person Profile

My Organisation(s)

Grants

My Proposal(s)

My Formal Notification(s)

My Expert Area

All documents will be unavailable in the Grants and Audits Management Services, in the Participant Register Services and in 'My Expert Area' today Thursday 23.09.2021 between 19:00 and 23:00 CET. Please refrain from launching any document-related tasks, since these will not work and moreover, will have to be restored by the Service Desk.

Grant Management Services will be experiencing issues on Friday 24.09.2021 between 07:30 and 08:10 CET.

My Proposal(s)

Need help?

Results: 3



Search..

PROGRAMME	CALL	FUNDING SCHEME	PROPOSAL ID	ACRONYM	STATUS	REMAINING TIME	CLOSURE DATE (Brussels time)	ACTIONS
HORIZON	HORIZON-WIDERA-2021-ERA-01	HORIZON-RIA	101058537	INSPIRE	Submitted	0	23/09/2021 17:00:00	Actions
H2020	H2020-SwafS-2020-1	RIA	101006412	ERASE	Final	Closed	23/04/2020 17:00:00	Actions
H2020	H2020-SC6-MIGRATION-2020	IA-LS	101004549	PIRAMID	Final	Closed	19/03/2020 17:00:00	Actions

1 10

Start submission

To access the Electronic Submission Service, please click on the submission-button next to the type of action that corresponds to your proposal. You will then be asked to confirm your choice of the type of action and topic, as these cannot be changed in the submission system. Upon confirmation, you will be linked to the correct entry point.

To access existing draft proposals for this topic, please login to the Participant Portal and select the My Proposals page of the My Area section.

Select your Type of action:


☒ Coordination & support action [CSA]

Start submission

 Need help?

Your organisation

PIC* 

Short name* 

Organisations you have been previously associated with. Click to select.

PIC: 914438110
Testing
teststrasse
Kein Idee, BG

PIC: 915749356
kijrskorijtijet
du nord
Fuente el Fresno, AD

PIC: 948955269
Test Test Test vTest
Test Test Test vTest
Ankara, TR
VAT: TR34532532532

PIC: 915907369
TEST TEST TEST TEST6
METSA 6
Kuressaare, EE

Search for your organisation PIC 

Your Role

Please indicate your role in this proposal

☒ Main contact

next >>

Your Role

Please indicate your role in this proposal

☒ Main contact

☐ Contact person

Your Proposal

Please choose an acronym for your proposal. It will appear also in the "General Information" section of the submission form Part A and can also be updated there.

Acronym*

Trollseeker

Please restrict acronym to latin characters only

Short Summary (max. 2000 characters)*
Character count: 518

Lorem ipsum bonum Possedi multum sublimatum Sandy cum ambirem octo, ut eam faceret et omnia quae erant in alio quod saepe factum est in manus manus praeteriens eam a Mandy non dimidium ire armatum sic et vos petere Joyce Vicki si patrios umquam accepit im 'non a et optime ego faciam Rondez Janet cum vellem-vouez satis prope Insula Taneto quae respiciebat magis similis mergulum non fuit a media prannet conatus ad hoc ban mater eius ratio est, adiuvatur me pater eius et cum capti Janet eius contritum est pomegranet

next >>

Submission and Evaluation of Proposals Assent Disclaimer

Please read and accept this disclaimer to proceed with the creation of your draft proposal:

Proposal pre-registration data

1. In order to plan the evaluations, the Commission services need access to a limited amount of information about your draft proposal (the so called pre-registration data) prior to call deadline. The pre-registration data is limited to: call, topic, type of action, Participant Identification (PIC) code of the participating organisation(s), project acronym, short summary and - where applicable - panel and keywords. **Neither the Part B nor any annexe(s) form part of the pre-registration data that can be accessed by the European Commission services before the call deadline.**
2. You do not have to list sensitive/confidential information in the 'Short Summary' (entered on Step 3). Where relevant, sensitive/confidential information can be added to the 'Abstract' field in the Part A administrative form at a later stage in the submission process; this Abstract is not included in the pre-registration data. Therefore, please provide as the 'short summary' the relevant information (keywords, non-confidential information) for the planning of the evaluation.

☒ I agree that the pre-registration data becomes available to the European Commission services prior to call closure.

☐ I wish that the pre-registration data does not become available to the European Commission services prior to call closure. (Applicants are advised to use this option only in well justified cases, as it hinders the planning of the evaluation process and the timely processing of proposals).

Part B

3. **File format:** For the Technical Annex (part B) you must use exclusively PDF ("portable document format", compatible with Adobe Acrobat version 5 or higher, with embedded fonts). Annexes might have an obligatory page limit. Please check for the number and type of mandatory or optional annexes for the call in the relevant call documentation. For annexes where page limits apply, excess pages will be automatically made invisible, and will not be taken into consideration by the experts. Users will receive a warning when trying to submit an annex with excess pages.

4. **Time constraints:** Preparation and uploading of the PDF formatted technical annex may take some time. You should ensure that this has been completed in time, well before the call closure deadline.

Submission

5. Proposals must be submitted prior to the call closure deadline. Likewise, modifications to proposals or uploaded attachments are also required to be submitted prior to the call closure deadline or they will not be taken into account. Proposals may be submitted or withdrawn at any time prior to the call closure deadline. There is only ever one version of a submitted proposal, as submission over-writes the previous version.

Personal Data

6. We will process personal data in accordance with Regulation (EU) 2018/1725 and according to the "notifications of the processing operations" to the Data Protection Officer (DPO) of the Commission/Agency (publicly accessible in the DPO register). Read more on the [Legal Notice of the Portal](#).

accept

decline


Draft proposal test created

Dear [redacted]

You have successfully created a draft proposal test for the call [redacted]

You can continue editing your draft proposal now or access it at a later time (before the [redacted] Brussels Local Time) from the [Funding & Tenders Portal](#) by accessing the [My Proposals tab](#).

An email containing this information has been sent to this email address: [redacted] (which is associated with your ECAS account *cr*)

Go to My Proposals 

Continue with this proposal

Participants



Deadline

06 October 2021 17:00:00 Brussels Local Time

Call data:

Call: **HORIZON-CL6-2021-BIODIV-01**

Topic: **HORIZON-CL6-2021-BIODIV-01-11**

Type of action: **HORIZON-RIA**

Type of MGA: **HORIZON-AG**



Topic and type of action can only be changed by creating a new proposal.

Proposal data:

Acronym: [REDACTED]

Draft ID: **SEP-210762866**

Download Part B templates



Download part B templates

Support & Helpdesk



Online Manual



IT How To



IT Helpdesk



FAQ



In this step you as coordinator should manage and review the participants of your proposal.

Only you as coordinator can edit the elements on this screen.

Note: Your changes will be applied only after you click the "Save Changes" button.

Number of participants: 14

Coordinator

1



Add Affiliated Entity



Contacts: ?

Add contact +



[REDACTED] - Main contact



[REDACTED] - Contact person



Change organisation

Contact organisation

Partner



2



EUROPA MEDIA

Add Affiliated Entity



Contacts: ?

Add contact +

EUROPA MEDIA SZOLGALTATO NON PROFITKOZHASZNU KFT
BUDAPEST, HU
PIC: 998870014

Gabriella Lovasz - Main contact



Omer Ceylan - Contact person



Change organisation

Contact organisation

Proposal forms

Deadline

06 October 2021 17:00:00 Brussels Local Time

Call data:

Call: **HORIZON-CL6-2021-BIODIV-01**

Topic: **HORIZON-CL6-2021-BIODIV-01-11**

Type of action: **HORIZON-RIA**

Type of MGA: **HORIZON-AG**



Topic and type of action can only be changed by creating a new proposal.

Proposal data:

Acronym: **BCOMING**

Draft ID: **SEP-210762866**

Download Part B templates



Download part B templates

Support & Helpdesk



Online Manual



IT How To



IT Helpdesk



FAQ



In this step you can edit the Administrative Forms and upload the proposal itself. ?



Warning: Changes have been made in Step Participants since the last save of the form in Step Proposal forms. In order to be able to submit the proposal you have to open the administrative form ('edit forms' button), revise the changes, validate and, after making sure that there are no blocking errors, save the form.



Your proposal contains changes that have not yet been submitted.

Administrative forms

Edit forms

View history

Print preview ?

Part B and Annexes

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments. ?

Part B



Upload

[← BACK TO PARTICIPANTS LIST](#)

[VALIDATE](#)

[SUBMIT](#)

Topic: HORIZON-CL6-2021-BIODIV-01-11

Type of Action: HORIZON-RIA
(HORIZON Research and Innovation Actions)

Proposal number: SEP-210762866

Proposal acronym: [REDACTED]

Type of Model Grant Agreement: HORIZON Action Grant Budget-Based

Table of contents

Section	Title	Action
1	General information	Show
2	Participants	Show
3	Budget	Show
4	Ethics and security	Show
5	Other questions	Show

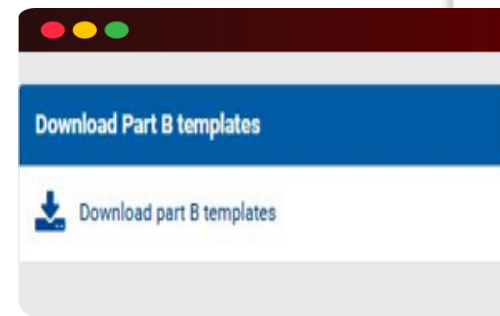
How to fill in the forms

The form must be filled in for each proposal using the templates available in the submission system. Some data fields in the form are pre-filled based on the steps in the submission wizard.

Introduction to Proposal Writing

What does a proposal look like?

*Always check the most **updated** standard proposal template for your call on the Portal!*



Horizon Europe Programme Standard Proposal Template (RIA, IA)

Application forms (Part A)
Project proposal – Technical description (Part B)

Version 1.0
10 March 2021

Part A

1. General information

- Abstract
- Declarations

2. Participants

- Administrative data
- Researchers involved in the proposal
- Role of participating organization in the project
- Up to 5 relevant publications, dataset, goods, etc.
- Up to 5 relevant projects or activities
- Description of any significant infrastructure
- Gender Equality Plan

3. Budget

4. Ethics and security issues

5. Other questions (if any)

Table of contents

Section	Title	Action
1	General information	
2	Participants	
3	Budget	
4	Ethics and security	
5	Other questions	

Part B

THREE KEY SECTIONS:

1. Excellence
2. Impact
3. Quality and Efficiency of the Implementation

THREE MORE (OPTIONAL) SECTIONS:

1. **Financial support to third parties**
2. **Clinical trials**
3. **Calls flagged as security sensitive**

Which section is the most important?



SCORED EQUALLY, unless...

1. Excellence
2. Impact
3. Implementation

*Horizon Europe - Work programme 2023-2024
General Annexes*

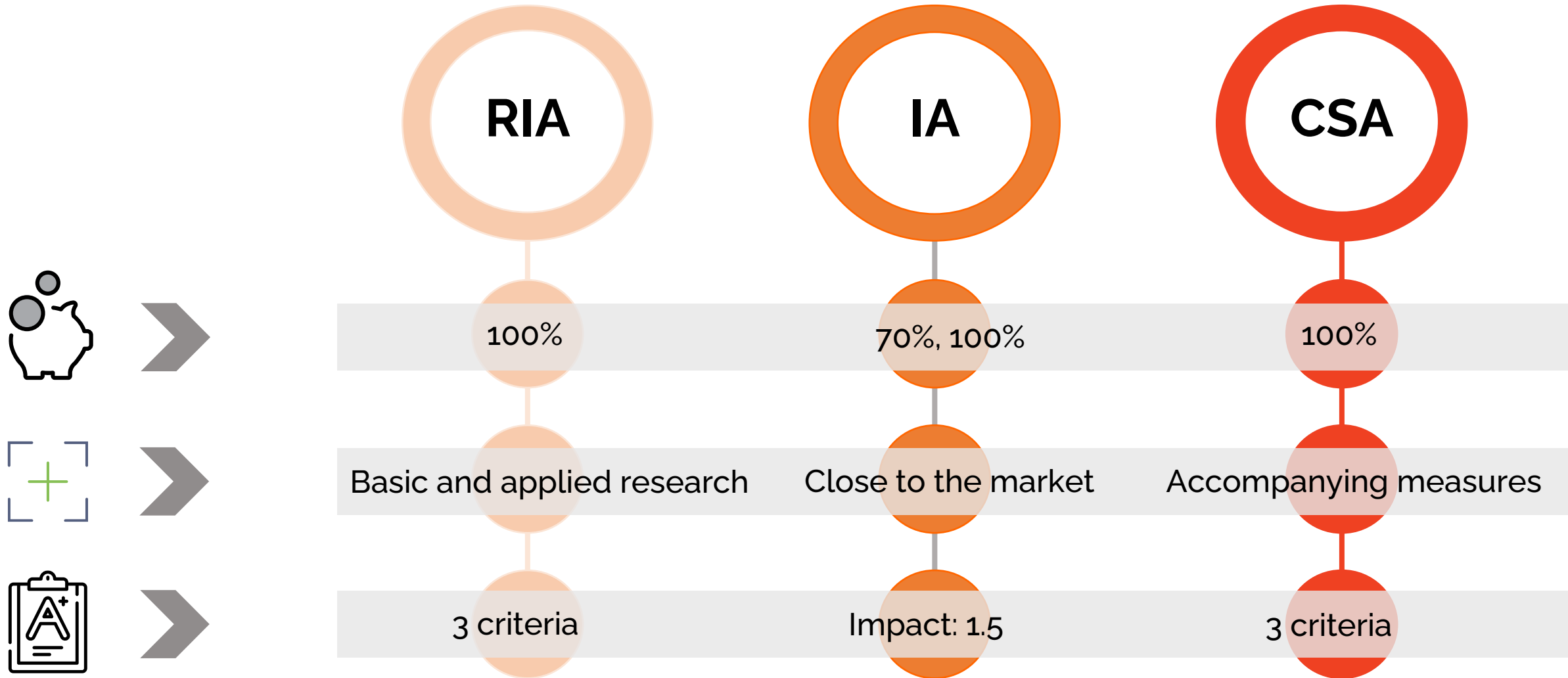
Scores and weighting

Evaluation scores will be awarded for the criteria, and not for the different aspects listed in the table. For full applications, each criterion will be scored out of 5. The threshold for individual criteria will be 3. The overall threshold, applying to the sum of the three individual scores, will be 10.

To determine the ranking for 'Innovation actions', the score for 'Impact' will be given a weight of 1.5.

Proposals that pass the individual threshold AND the overall threshold will be considered for funding, within the limits of the available call budget. Other proposals will be rejected.

Types of action



DRS-09-2014-2015

Science and innovation for adaptation to climate change: from assessing costs, risks and opportunities to demonstration of options and practices

Types of action: CSA Coordination and support action, RIA Research and Innovation action

Deadline Model: single-stage **Deadline:** 28 August 2014 17:00:00

Types of action: IA, Innovation action

Deadline Model: single-stage **Deadline** 27 August 2015 17:00:00

“Scope”

CSA

- Develop a platform to organise consultations and **facilitate dialogue** among different stakeholder groups .. **Establishing linkages** with international developments in the field;
- **Support clustering and close cooperation** among ... initiatives in the field .. Promote foresight and **large-scale dissemination** activities, and foster **the science-policy interface** across the EU

RIA

- **Develop standardised methods** to assess climate change impacts, vulnerabilities, ... methods should focus on long-term climate change and extreme events for EU sectors of particular socio-economic significance;
- Provide **state-of-the-art decision support tools** to facilitate decision-making by different end-users, while developing adaptation plans and measures.

IA

- **Support, test and disseminate technological and non-technological options** ... to address climate-related risks;
- Develop frameworks for **monitoring the performance and effectiveness of developed approaches**, and for ensuring their optimum performance, addressing also post-implementation requirements ... for **successful replication and follow-up**;
- Provide innovative solutions for **major implementation projects**.



From idea to proposal

Have a specific project idea?

Have a general interest in a particular field?

Screen through the Work Programmes: **some fields are covered under several Work Programmes**

- **Environment** in Digital, Industry and Space (CL4)
- **ICT** in Health (CL1); Climate, Energy and Mobility (CL5)
- **Health** in Food, Bioeconomy, Natural Resources, Agriculture and Environment (CL6)
- **Socio-economic Sciences and Humanities** across all fields

Tip: Use the '[Search](#)' function on the Funding and Tenders Portal.



WORK PROGRAMMES, CALLS, TOPICS

*Horizon Europe - Work Programme 2023-2024
Climate, Energy and Mobility*

Table of contents

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**Destination – Climate sciences and responses for the transformation
towards climate neutrality 21**

Call - Climate sciences and responses 24

Conditions for the Call 24

Earth system science 25

HORIZON-CL5-2023-D1-01-01: Further climate knowledge through advanced science and
technologies for analysing Earth observation and Earth system model data 25

HORIZON-CL5-2023-D1-01-02: Climate-related tipping points 27

HORIZON-CL5-2023-D1-01-03: Climate impacts of a hydrogen economy 30

HORIZON-CL5-2023-D1-01-04: Improved knowledge in cloud-aerosol interaction 32

Climate change mitigation, pathways to climate neutrality 35

HORIZON-CL5-2023-D1-01-05: Science for successful, high-integrity voluntary climate
initiatives 35

Work programme topic

HORIZON-CL5-2024-D1-01-06: The role of climate change foresight for primary and secondary raw materials supply

Specific conditions	
<i>Expected EU contribution per project</i>	The Commission estimates that an EU contribution of around EUR 5.00 million would allow these outcomes to be addressed appropriately. Nonetheless, this does not preclude submission and selection of a proposal requesting different amounts.
<i>Indicative budget</i>	The total indicative budget for the topic is EUR 5.00 million.
<i>Type of Action</i>	Research and Innovation Actions
<i>Eligibility conditions</i>	<p>The conditions are described in General Annex B. The following exceptions apply:</p> <p>If projects use satellite-based earth observation, positioning, navigation and/or related timing data and services, beneficiaries must make use of Copernicus and/or Galileo/EGNOS (other data and services may additionally be used).</p> <p>The Joint Research Centre (JRC) may participate as member of the consortium selected for funding.</p>

Expected Outcome: The successful proposal will support the transition to a digital and low carbon society in the context of the European Green Deal with a particular emphasis on climate change and raw material value chains. In particular, it should contribute to **all of the** following expected outcomes:

- Short-, medium-, and long-term scenarios of changes in the type, origin and quantity of raw materials (metals/minerals) required for the twin transition.
- Geo-referenced projections for the changes to the greenhouse gas and energy footprint associated with the supply of these primary and secondary raw materials with a view to facilitating their use in integrated assessment models.



Work programme topic text

Expected Outcome | Scope

- Background
- Objectives
- Activities
- Methods
- Outputs
- Disciplines
- Geographical coverage
- EU contribution, duration
- Policies, publications, etc.
- Cross-cutting issues

Expected Outcome: In support to the EU biodiversity strategy for 2030 the successful proposal should provide knowledge to support EU and its Member States as well as relevant Associated Countries in the implementation of its actions and commitments by contributing to the integration of biodiversity and natural capital into public and business decision-making at all levels for the protection and restoration of ecosystems and their services. Successful proposals will contribute to all of the following expected outcomes:

- Inform the policy decisions affecting the environment through a better understanding of the condition of ecosystems and their services in Europe, helping fill the current knowledge gaps.
- Contribute to the evidence and awareness of the importance of biodiversity, healthy ecosystems and the social and economic values that emerge from them through a better understanding of ecosystems services in relation with ecosystems condition.
- Support restoration targets and secure the sustainability of human activities and human well-being through the definition of the minimum criteria for ecosystems to achieve or maintain a healthy state or a good condition.

Scope: The first EU-wide Ecosystem Assessment report states that Europe's ecosystems, on which we depend for instance for food, timber, clean air, clean water, climate regulation and recreation, suffer from unrelenting pressures caused by intensive use of land or sea, climate change, pollution, overexploitation of natural resources and invasive alien species. Ensuring that ecosystems achieve or maintain a healthy state or a good condition is a key requirement to secure the sustainability of human activities and human well-being.

The successful proposal should cover the main knowledge gaps identified by the EU Ecosystem assessment⁴⁷ report to improve the assessment of the condition of ecosystems while providing uptake of the assessment's outcomes in policy. It should develop and test indicators not yet available for supporting the ecosystem and services assessment. This includes developing the minimum criteria, reference levels and aggregation schemes to define good ecosystem condition. This definition is not restricted to protected areas, but should encompass also forests, agroecosystems, urban areas, soil ecosystems, wetlands, fresh water and marine ecosystems. The proposal should address regional diversity and the corresponding decision level.

**Specific
Challenge**

Idea vs. call

Make sure that your project idea fits 100% the WP topic and that you include all of the call requirements in your project design.

- ✓ In case of doubt, check with your NCP or the EC officers.
- ✓ Regularly refer back to the WP topic during proposal development.



Proposal Writing: the notions

a.

What you aim to achieve through your project activities, within your project duration

b.

The progress your project is bringing to the specific field beyond the state of the art

c.

The sum of influences and effects your project has on its target groups and fields, after its end

d.

The tangible products your project is delivering within its duration

Proposal writing

Basic concepts

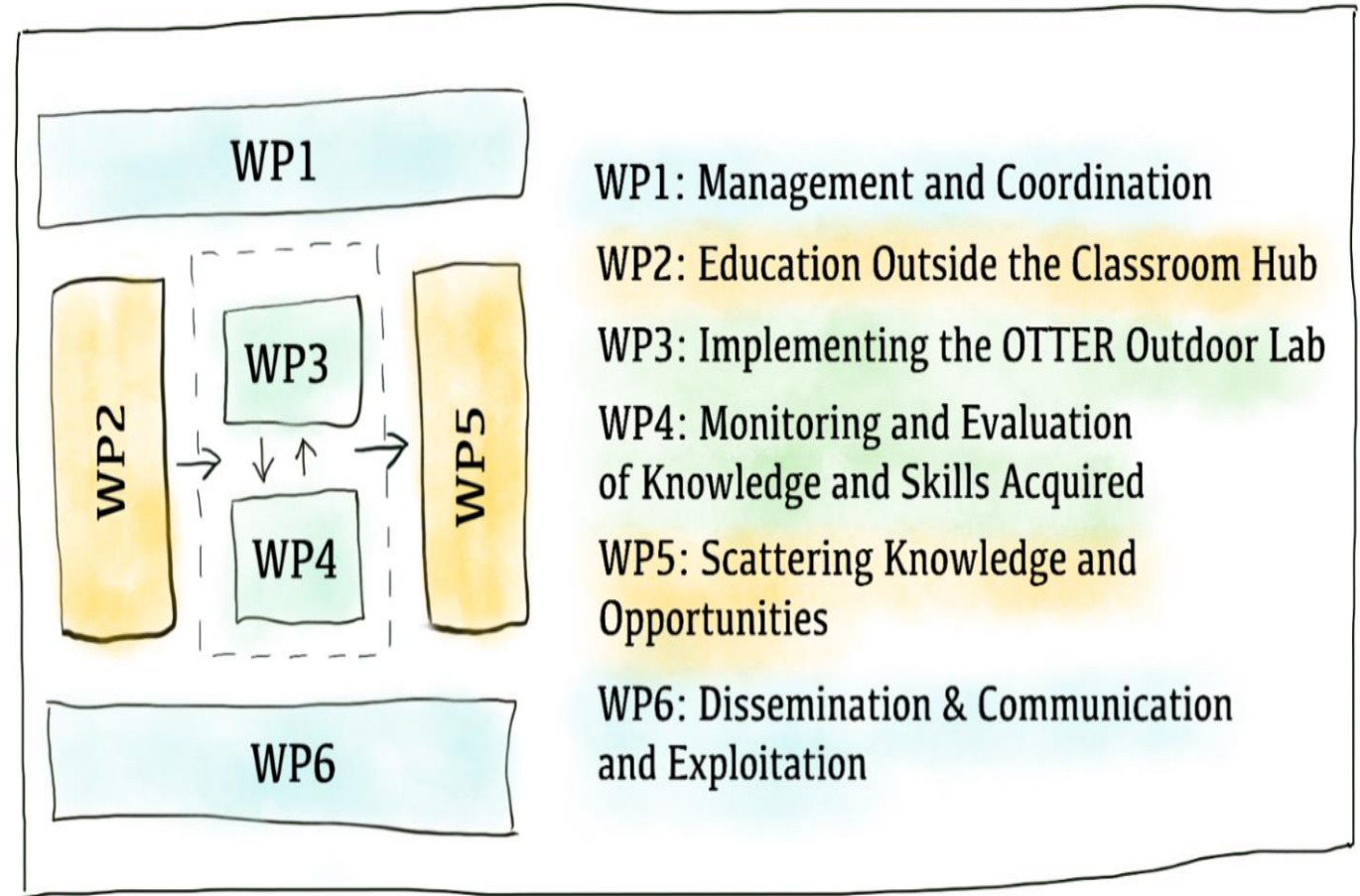
- Outcomes
- Work Packages
- Deliverables
- Milestones
- Gantt
- PERT
- Risks vs Barriers

CASE STUDY

PERT and Gantt

- Both are **compulsory**
- PERT is the logical **correlation** between your work packages
- ..to be consistent with your **Gantt**, the project schedule

The OTTER project



Gantt Chart - Work Plan	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12	M13	M14	M15	M16	M17	M18	M19	M20	M21	M22	M23	M24	M25	M26	M27	M28	M29	M30
WP1: Project Management and Coordination																														
T.1.1 Monitoring progress and quality assurance																														
T.1.2 Intra-consortium communication and coordination																														
T.1.3 Financial, administrative and technical coordination																														
T.1.4 Project reporting and data management																														
T.1.5 Gender strategy																														
WP2: Education Outside the Classroom (EOC) Hub						M1																								
T.2.1 Literature review and compendium of successful practices																														
T.2.2 Stakeholder mapping and establishment of local stakeholder networks within each region																														
T.2.3 Building and maintenance of the OTTER EOC Hub																														
WP3: The OTTER Outdoor Labs																		M2					M3							
T.3.1 Defining the methodology for the OTTER Outdoor Labs																														
T.3.2 Adaptation of the OTTER Outdoor Labs to each country's requirements																														
T.3.3. Development of the OTTER Learning Platform, including the practitioners' toolkit, teacher training, and guidelines for teachers																														
T.3.4 Pilots: Implementation of the OTTER Outdoor Labs by the teachers in the chosen schools																														
WP4: Monitoring and Evaluation																													M4	
T.4.1 Development of overarching monitoring and evaluation framework																														
T.4.2 Development of methodologies for monitoring and evaluation of the pilots																														
T.4.3 Development of methodologies for monitoring and evaluation of project outcomes in terms of students' scientific knowledge and 21st century skills																														
T.4.4 Coordination of all assessments																														
T.4.5 Analysis and synthesis of monitoring and evaluation results, including a perspective on gender and geographical differences																														
WP5: Scattering knowledge and opportunities																													M5	
T.5.1 EOC accreditation in Europe: a mapping study																														
T.5.2 Quality assurance framework																														
T.5.3 Transforming the EOC toolkit for future applications																														
T.5.4 Practical recommendations for assessment methods																														
T.5.5 Guidelines for accrediting EOC																														
WP6: Dissemination & Communication and Exploitation																														
T.6.1 Dissemination, communication plan and visual identity																														
T.6.2 Dissemination materials																														
T.6.3 Joint dissemination actions and scientific outreach																														
T.6.4 Communication and public outreach to all societal levels																														
T.6.5 OTTER EOC's programme exploitation plan																														



Proposal Development

Our checklist for HE

- ✓ Formulation of the idea – get it right!
- ✓ Concept development
- ✓ Finding Core Partners and Consortium building
- ✓ Impact and how to maximise it
- ✓ Potential end-user assessment
- ✓ IPR and exploitation routes
- ✓ Sustainability
- ✓ Finding the right targets and KPIs
- ✓ Work plan development
- ✓ Resource planning and budget development

Thank you

for your attention

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