Project Logo
(if available)

ENIAC-ED-90

Template for Part B

to be used in preparing the Technical Annex
in the PO phase and the FPP Phase of proposals for

Call 2012-2

Version 1.0

Acronym and Proposal Title

IMPORTANT REMARKS (Delete this text in final version)

The use of this template is MANDATORY in the PO and FPP Phase.

Tables are introduced in a separate MANDATORY Excel spread sheet using the template.

Using the templates (document and tables) will save you work later on as the same template will be used during negotiations and as Annex 1 in the JU Grant Agreement

How to use this template:

- **The *text in italics* is meant as guide and should be deleted in the final copy.**
- **The text is meant to be filled in with the appropriate information.**

Quality is preferred over quantity.

All sections must be filled in.

The maximum page indication for the PO phase corresponds approximately to the typical number of pages for a large project.

As only PDFs are up loadable the final MS Word document must be transformed in a Pdf document.

1 ESSENTIALS

PO Phase: MANDATORY

FPP Phase: MANDATORY

This section contains the essential information for this project.

Essential Data

Project acronym	same as proposal acronym
Project full title	Abc
Area/ Sub Programme, Grand Challenge, Results expected, Compliance level	MOST IMPORTANT
Area/ Sub Programme, Grand Challenge, Results expected Compliance level	OF SECONDARY IMPORTANCE
Area/ Sub Programme, Grand Challenge, Results expected Compliance level	OF TERNARY IMPORTANCE
Area/ Sub Programme, Grand Challenge, Results expected Compliance level	NOT IN AWP BUT STILL ADDRESSING (optional)
Version of Technical Annex	If available
Date of Technical Annex	If available
Start Date of Project	Expected date.
Duration of project	Number of months
Max JU Funding	Based on the budget calculations (see Excel spreadsheet)
Coordinator	Name of company
Project coordinator	Name (Name of person in company)
Tel	Phone of project coordinator
Email	Email of the project coordinator

List of Beneficiaries

This list can be made in the spread sheet and copied here.

Beneficiary number	Beneficiary name	Beneficiary short name	Country	National eligibility checked by participant (Y/N)
1				

2 PUBLISHABLE PROJECT SUMMARY

PO Phase: MANDATORY (max 2 pages, 4 pages with graphical material)

FPP Phase: MANDATORY

This section should be of suitable quality to enable direct publication by the Joint Undertaking, the ENIAC member States or the Commission.

Ensure that it is set out and formatted so that it can be printed as a stand-alone paper document not exceeding two pages (four if graphical material is included). It shall also reflect the website of the project (if applicable).

It should include:

- *a summary description of the project objectives,*
- *a description of the work to be performed,*
- *the expected final results and demonstrators,*
- *the potential impact (including the socio-economic impact and the wider societal implications of the project).*

If relevant you can also include graphical material such as: diagrams, drawings and photographs illustrating and promoting the work of the project.

Other information that can be included is: the project logo, relevant contact details, and/or the address of the project public website.

Care should be taken in the redaction of the text that follows as this text will be the main part used in the assessment and evaluation, furthermore it will later form the Annex 1 to the JU Grant Agreement (together with the Tables in the spreadsheet) and to the National Grant Agreements as well as be the reference for future monitoring of the project, including reporting and reviews and impact analysis.

3 RELEVANCE AND CONTRIBUTIONS TO CONTENT AND CALL OBJECTIVES

PO Phase: MANDATORY (max 3 pages, 4 pages with graphical material)

FPP Phase: MANDATORY

Be aware that the material in this section can lead to the exclusion of the project in the PO phase and the FPP phase (see further under Eligibility criteria).

The experts will evaluate based on following questions:

- *How relevant is the project in relation to the selected Sub Programme targets and Grand Challenges of the AWP?*
- *How much does this project contribute to the overall ENIAC JU objectives as listed in the MASP?*

You have to clearly identify and motivate at least one contribution to a Grand Challenge mentioned in the AWP. This identification should provide a clear indication as to which "Expected achievements/Innovation foreseen"[1] for the particular Grand Challenge are being addressed in your project. In particular you should provide the justification/motivation, measure, baseline, and expected quantitative results in relation to this "Expected achievements/Innovation foreseen".

You also identify the "KET Pilot Line", please refer to the Application Guide. In particular you should clearly identify the following elements:

(1) The innovative technology used
(2) to develop innovative products, meeting social challenges, and
(3) establishing a new, realistic R&D environment, a facility ("KET Pilot Line") capable to manufacture
(4) demonstrators in small volume in order to establish their value and potential while
(5) including a deployment plan to a real life European manufacturing site.
(6) The project coordinator must be a company with at least one significant production site in the EU, unless it is a start-up.[2]

If the outcome of the proposal contributes to several Grand Challenges that are identified in the AWP for this Call, then those Grand Challenges addressed should be clearly identified, indicating for each of them the expected contribution.

[1] Each Grand Challenge has a section identified as "Expected achievements/Innovation foreseen" (see AWP or MASP).

[2] http://ec.europa.eu/enterprise/sectors/ict/files/kets/hlg_report_final_en.pdf

If in addition to the above-mentioned Grand Challenges, the proposal also contributes to Grand Challenges that are outside of the scope of the AWP for this Call, but are included in the MASP, then these contributions can be identified as ancillary benefits while explicitly mentioning that they are identified in the present Call.

Some ENIAC member States define additional restrictions on the scope of work eligible for funding that can be found in the NATIONAL ELIGIBILITY CRITERIA AND FUNDING RULES. It is strongly advised to consult this document when formulating the scope of the proposal and its contribution to the Grand Challenges to avoid the exclusion of certain participants from the project due to national constraints.

The proposal should also be compliant with the overall policy guideline as presented by the PAB of ENIAC JU (see MASP Annex 4). This set of 25 guidelines aims to enhance the competitive advantages of Europe in nano-electronics and they also guide the usage of European funding Instruments (guidelines 19-24 of Annex 4).

4 R&D INNOVATION AND TECHNICAL EXCELLENCE

PO Phase: MANDATORY (max 10 pages including graphical material)

FPP Phase: MANDATORY

The experts will evaluate based on following questions:

- *How sound is the core concept of the project?*
- *Are the objectives and expected results clearly defined?*
- *Are the objectives realistic?*
- ***Are the expected R&D results leading edge compared to competition?***

As a first step you should clearly explain the concept of your project: What is the idea that leads you in carrying out this work? How realistic is it? How does this idea fit in the European industrial research and development context?

Next, describe the state-of-the art in the area concerned, and the advance that the project will bring about. Include also a part which clearly describes the "baseline" of the project in terms of "Where does the project work start", 'the baseline data' against which the project will measure its progress and the results the project aims to achieve; and why they would be important (e.g. advances over the state of the art, increase of innovation /exploitation potential, etc.). In this context the state-of-the art refers to that which is currently seen in an 'industrial' context, i.e. existing, commercially viable solutions, technologies or applications. ENIAC JU views the novel application or integration of existing technologies, alongside new technologies, in new domains or for improving efficiency in existing domains as valid advances on the state-of-the art.

*Next answer the question:: "What are your objectives for this project and what results do you expect?". Prefer a description in a **measurable** and **verifiable** form. You should try to include the criteria and "performance/ research indicators" for the project along which results, progress and impact of the project will be measured in later reviews and assessments.*

Obviously, objectives should be achievable within the project duration, i.e. not through subsequent developments. They should be specific and timed e.g. by which date/milestone the objectives will be achieved. Therefore they will be in line with the milestones that will be described in a next section. But it is also important to explain how this timing fits with the overall timeframe that you can find for each area/subprogram the in the MASP-chapter on "Timeframes". Using this as a guideline, your proposal should demonstrate that the expected results shall be delivered in accordance to the timeframe specified in the FPP.

5 SCIENTIFIC & TECHNICAL APPROACH AND WORK PLAN

PO Phase: Only required in so far as general structure (eg work breakdown), duration, milestones and demonstrators are concerned. Sufficient information is to be provided to make this intelligible. (max 5 pages including graphical material)

FPP Phase: MANDATORY

This chapter describes the scientific and technical (S&T) approach and provides in detail the work planned, over the full duration of the project, to achieve the objectives.

The experts will evaluate based on following questions:

- *Are the challenges well identified?*
- *Is the chosen approach effective in tackling the challenges of this project?*
- *Is the work plan comprehensive, coherent, well structured? And are the individual tasks, deliverables, demonstrators, milestones clearly identified?*
- *Is the work plan, including schedule, resources and work breakdown, adequate for implementing the chosen approach? Is it realistic?*
- *Are the activities appropriately selected in resolving the challenges towards the objectives of the project?*
- *Will the results of the project be demonstrated in a convincing way?*
- *Does the deliverable plan provide for a sufficient coverage of all the activities identified in the work plan?*
- *Does the milestone plan allow for a clear scheduling and follow-up of the project?*
- *Does the approach provide for demonstrators? And do those demonstrators validate the objectives of the project?*
- ***Does the approach use innovative technologies to develop novel products and does it establish a realistic R&D environment, a facility, a KET Pilot Line?***

A detailed work plan should be presented broken down into work packages (WPs) which should follow the logical phases of the project implementation. It must include deliverables and milestones..

A WP on Consortium management and one on Dissemination should be included. But the topic consortium management itself will be discussed in a next chapter.

Overall, the work plan should be sufficiently detailed to justify the proposed effort and allow progress monitoring by the Joint Undertaking.

The activities to be carried out in the context of a project can include:

1. *Research and technological development activities, reflecting the core activities of the project; these should aim at a significant advance beyond the established state-of-the-art*
2. *Demonstration or experimental development activities, that are designed to prove the viability of new technologies that offer a potential economic advantage, like for example the testing of product-like prototypes. It is important though that the results cannot be commercialised directly.*
3. *Management activities linking together all the project components and maintaining communications with the ENIAC JU*
4. *Other activities including dissemination, exploitation and market watch*
5. *ENIAC JU also encourages activities (and even complete projects) on Standards & Regulations[3]. Projects will be expected to contribute to this, engaging where appropriate with the relevant standardisation, regulation and certification bodies. Specifically, proposals must make explicit their intended contribution to:*
   - *standard development and harmonisation, as the basis of any integration and inter-operation;*
   - *open source reference implementations of standards, in order to facilitate their take-up in the market.*

This chapter will be subdivided in following sections.

5.1 Overall strategy and general description

PO Phase: MANDATORY but only in sufficient detail

FPP Phase: MANDATORY

This section should:

- *outline the strategy for the work plan linking the project concept and expected results/objectives to the implementation plan,*
- *provide a general description of the structure of the work plan and of the work breakdown*
- *explain how it will lead the partners to achieve the objectives of the project and*
- *identify any significant risks and describe contingency/mitigation measures.*

[3] See for example COUNCIL REGULATION (EC) No 72/2008 Art 9.2 (d) but also the specific Grand Challenges objectives. The Council decision can be found under Documents on www.eniac.eu

The schedule of the Work packages together with milestones will be commented in this section but the schedule itself is to be included at the end of the document.

5.2 Work package description

PO Phase: Not required

FPP Phase: MANDATORY

Referring to the list of work packages please elaborate for each work package using the template bellow using a precise, clear and quantified description.

Each work package should represent a major subdivision of the project and have a verifiable end-point (normally a deliverable or an important milestone in the overall project).

Please make sure that the efforts of each partner are consistent with the eligible costs foreseen in the Negotiation Framework.

The following form is to be used for each work package (except the management WP to be discussed separately in a next chapter).

Work package number	X
Work package title	Xyz
Work package partners (Acronym and nationality)	XYZ
Objectives *Discuss the measurable and verifiable objectives that are in line with the objectives.*	
Description of work *(preferably broken down into tasks and partner) subdivided as follows:* *A. A summary of the objectives of this WP* *B. Discussion of the details for each task and for each partner.* *C. Discussion of the verification of the results* *D. Analysis of the risks and their mitigation for this WP* *E. Discussion of the use of resources and the planned person-months per work package and per beneficiary as registered in the appropriate tables (prepared in Excel spreadsheet and included in the chapter with the tables).*	
Deliverables *description (refer to list) for this WP, include the choice of verification elements for the deliverables.* *Each significant element of the project should conclude with a deliverable which is the concrete output and evidence of the work. A small work package may produce just one deliverable whereas larger work packages may produce several deliverables.* *Deliverables should be limited in number, and be specific and verifiable. All listed deliverables must be quality controlled and sent to ENIAC JU for review and approval, on behalf of the Consortium, by the project coordinator.* *Deliverables should be described in clear words explaining what can be expected in terms of content and detail. A deliverable may be a report, or an action such as the construction of a prototype, the production of a demonstrator (both together with a brief report describing the achievement), the organisation of a conference with the production of*	

related proceedings, the publication of a book, the completion of a specification, etc. As deliverables provide valuable information on the progress of work, a regular schedule should be planned without lengthy gaps.

Delivery dates should be planned throughout the project lifecycle and may also be closely linked to the timing of project reviews. As the grants are funded with public funds, a reasonable number of non-confidential deliverables, suitable for publication, should be foreseen.

***Milestones and Demonstrators/prototypes** often concern various work packages. One can either describe the contribution to a milestone/demonstrator per WP here or describe in the milestone section the organization in terms of WP. The last option is preferred.*

5.3 Description of milestones and demonstrators

PO Phase: MANDATORY

FPP Phase: MANDATORY

This section should contain a description of the milestones/demonstrators and ways to verify their achievement.

The achievements to reach milestones/demonstrators from its contributing WP should be described here preferably or in the WP description optionally.

Responsibilities to achieve the milestones should also be indicated.

6 MARKET INNOVATION AND IMPACT

The experts will evaluate based on following questions:

- *Is the market analysis including competitor descriptions and market opportunities well researched and complete?*
- *What are the exploitation plans of the industrial partners?*
- *What contributions does this project be expected to deliver in terms of market impact within 1, 3 and 10 years after the end of the project?*
- *Does the expected impact contribute to the general strategy as discussed in the MASP?*
- *How appropriate are the measures that are proposed for the dissemination of project results?*
- *Is the project contributing to standards and if yes how?*
- *Is the project contributing to the generation of IP and if yes how much?*
- *Is the management of IP described?*
- ***Does the KET Pilot Line build demonstrators in small volume as compared to the world market (unless in an emerging market), and does it assess their commercial value and market potential?***
- ***Does the project generate benefits both for the ENIAC member State hosting the KET Pilot Line and for the other ENIAC member States involved?***

- ***Does the KET Pilot Line generate or safeguard direct sustainable jobs?***
- ***Does the KET Pilot Line lead to first exploitation of generated IP and technology in Europe?***
- ***Does the KET Pilot Line contribute, where appropriate, to skills and education training?***

*Applicants are reminded that **this criterion has a weight of 2**. Proposals should highlight these items and also foresee continuous evaluation of the expected results in evolving markets. Ideally, the project should be able to demonstrate predicted impact through practical demonstrators as part of their dissemination plan. As a guide, the following gives an idea of the relative importance of each of these sub-criteria:*

KET Pilot Line related sub-criteria	***very high***
Market impact:	*very high*
Degree of application innovation:	*very high*
Contribution to the work programme:	*very high*
Dissemination measures:	*high*
Contribution to standards:	*high*
Management of intellectual property:	*high.*

Remember that "Management of intellectual property" embraces its generation and protection, and may also contribute to concepts of IP business models, so can go beyond the management of the IPR within the project boundaries.

This chapter will be subdivided in following sections.

6.1 KET Pilot Line

PO Phase: MANDATORY

FPP Phase: MANDATORY

Answer the questions related to the KET Pilot Line:

Does the KET Pilot Line build demonstrators in small volume as compared to the world market (unless in an emerging market), and does it assess their commercial value and market potential?

Does the project generate benefits both for the ENIAC member State hosting the KET Pilot Line and for the other ENIAC member States involved?

Does the KET Pilot Line generate or safeguard direct sustainable jobs?

Does the KET Pilot Line lead to first exploitation of generated IP and technology in Europe?

Does the KET Pilot Line contribute, where appropriate, to skills and education training?

6.2 Impact

PO Phase: MANDATORY

FPP Phase: MANDATORY

ENIAC JU projects should as a general rule result in a strong industrial and socio-economical impact within a few years after the closure of the project. Describe how your project will contribute at the European and/or international level to the expected impacts listed in the AWP under the relevant sub-programme and to the general ENIAC targets. Discuss the timing of this impact. Also describe any additional contributions to the broader ENIAC goals of industrial competitiveness, sustainability (environmental, energy, use of raw materials etc.) and helping the emergence of new markets or applications that address societal challenges. Explain the steps that will be needed to bring about these impacts.

6.3 Dissemination and Exploitation by the Partners

PO Phase: MANDATORY for the major partners

FPP Phase: MANDATORY for all partners who intend to exploit results.

Describe the plans and measures for the dissemination and exploitation of project results, show how the project results would be used to produce innovative products, processes or services that have a significant market potential.

6.4 Contribution to standards and regulations

PO Phase: Not required

FPP Phase: MANDATORY

Describe any contributions to standards which may arise from the project and explain their importance[4].

6.5 Management of intellectual property

PO Phase: Not required

FPP Phase: MANDATORY

Describe the arrangements made by the Consortium for the management of intellectual property brought to the project by the participating partners and arising from the joint work within the project.

6.6 Synergies with other domains

One way to increase the impact is to leverage the results with the results from other projects, not necessarily in the frame of ENIAC JU.

For each area/subprogram the MASP contains a chapter on "Synergies with Other Domains". Using this as a guideline, you should describe possible synergies with other proposals, projects (running or finished), and initiatives known to the

[4] see statements in the relevant ENIAC Annual Work Programme

authors. Those can be implemented in the frame of ENIAC JU but can also be implemented in the frame of other funding mechanisms.

7 QUALITY OF CONSORTIUM AND MANAGEMENT

The experts will evaluate based on following questions:

- *How appropriate are the management structure and procedures?*
- *How relevant is the experience of the individual participants?*
- *How good are the experience, the capacities and skills of the individual participants?*
- *Is the consortium as a whole well suited to implement the project? Are the partners complementary in their capacities and experiences? Do the appropriate partners cover all activities? Is there a good involvement of SMEs?*
- *Appropriateness of the level, allocation and justification of the resources to be committed (budget, staff, equipment)*
- ***Does the project involve partners along the value chain, creating opportunity for suppliers to demonstrate advanced materials and technologies on the upstream value chain and for the end users on the downstream value chain to foster the innovation of final products on the market?***

This chapter will be subdivided in following sections.

7.1 Management structure and procedures

PO Phase: MANDATORY (max 5 pages including graphical material)

FPP Phase: MANDATORY

This section describes the project's organisational structure and high-level decision-making mechanisms. It should describe how the project management will enable the project to achieve its goals. If the addition of beneficiaries during the lifetime of the project is foreseen, describe how the management structure will adapt for this. It is also important to indicate how the project management will tackle the sharing of requirements and emerging results, during project execution, in order to achieve a coherent, synergistic progress.

The project management should also maintain a 'market watch' to ensure the continuing relevance of the work in the context of an evolving market, and to contribute to the monitoring the in the state of the art advances for the purpose of evolving the Multi-Annual Strategic Plan.

7.2 Individual partners

PO Phase: Not required

FPP Phase: MANDATORY

For each beneficiary provide a brief description of the organisation.

Key Personnel

Include the names and profiles (relevant professional experience) of key persons to be involved in this project. Describe the main tasks attributed to them in the project.

An appropriate choice is necessary because if in the course of the project the named key persons do not take part in the work, or are substituted by other persons without the knowledge of ENIAC JU, then that could be seen as a non fulfilment of the the obligations towards the technical quality of the work, which could lead to a more in-depth review of the project.

7.3 Consortium as a whole

PO Phase: Not required

FPP Phase: MANDATORY

Describe how the beneficiaries collectively constitute a Consortium capable of achieving the project objectives, and how they are suited and committed to the tasks assigned to them.

Show complementarities between beneficiaries. Explain how the composition of the Consortium is well balanced in relation to the objectives of the project.

If appropriate, describe the industrial/commercial involvement foreseen to ensure exploitation of the results.

For the KET Pilot Line the question: "Does the project involve partners along the value chain, creating opportunity for suppliers to demonstrate advanced materials and technologies on the upstream value chain and for the end users on the downstream value chain to foster the innovation of final products on the market? " should be answered.

Further, if relevant, explain the following items:

Sub-contracting

If any part of the work is foreseen to be sub-contracted by a beneficiary, describe the work involved and an estimation of the costs, explain why a sub-contract is needed and how the selection will be performed.

Additional beneficiaries

If there are as-yet-unidentified beneficiaries in the project, the expected competences, the role of the potential beneficiaries and their integration into the running project should be described.

7.4 Small and Medium size Enterprises

PO Phase: Not required

FPP Phase: MANDATORY

ENIAC JU seeks to actively engage SME's into the programme. This is one of the objectives defined in the Council regulation Nr. 72/2008 setting up the ENIAC Joint Undertaking[5]. The MASP contains various references to this objective (see for example §4.2 and §6.2). Explain in this chapter how your project intends to achieve this integration and eventually support your partner SMEs.

7.5 Resources to be committed

PO Phase: Not required

FPP Phase: MANDATORY

*Please provide a management level description of resources, identifying personnel and any other major costs. Describe here the resources which are needed to carry out the project (personnel, **equipment**, etc.) for each of the beneficiaries grouped per country.*

The description should show that the project will mobilise the resources necessary to carry out the work for the overall duration, including those resources that will complement the JU contribution. It should also show how the resources will be integrated and used to form a coherent project within the overall financial plan.

8 ETHICAL ISSUES (IF APPLICABLE)

PO Phase: Not required

FPP Phase: If applicable

If in the proposal you have raised questions on ethical issues or if your evaluation summary report mentions that ethical issues need to be addressed, or upon request of the Programme Officer, then address such issues in this section.

Ethical issues are to be addressed by project proposals that involve experimentation with humans (including clinical trials), human tissue, the collection or processing of personal information, the development of security technologies that could cause potential loss of privacy or infringement of liberties, experimentation with animals, genetic information etc.

If the proposal contravenes the fundamental ethical rules and this is unable to be resolved, the project may be stopped at any point in the evaluation/negotiation/award procedure.

Where ethical issues are addressed by the project proposal, appropriate management of these issues should be guaranteed in the overall project management. This can be done in different ways, such as by involving one or more ethicist in the management board, by creating a separate management board for the ethical issues, by adding a work package to analyse in depth the important ethical

[5] See Art 2 (e) of COUNCIL REGULATION (EC) No 72/2008

issues involved or by working on an ethical impact assessment of the project. Sometime it might be advisable to choose a mixture of these measures.

Any aspects of the project where ethical issues may need to be considered or reconsidered at a later stage should be identified.

9 GENDER ASPECTS (IF APPLICABLE, OPTIONAL)

PO Phase: Not required

FPP Phase: Optional

The Consortium or individual beneficiaries have the option to give an indication of the type of actions that will be undertaken during the course of the project to promote gender equality in the project, or in the specific research field. Relevant activities might include actions related to the project Consortium (e.g. improving the gender balance in the project Consortium, measures to help reconcile work and private life, awareness raising within the Consortium) or, where appropriate, actions aimed at a wider public (e.g. events organised in schools or universities). The gender dimension of the research content should also be considered. Gender aspects should be addressed in a work package or task within a work package.

The Joint Undertaking attaches considerable importance to gender equality. Articles 2, 3, 13, 137 and 141 of the EC treaty endorse the principles of equal treatment in all activities including research and technological development. Furthermore, in April 2005, the Competitive Council invited the European Commission to continue improving the participation of women in all areas of research and to further develop the Gender Watch System.

The lack of women's participation in scientific research, especially at high level, has been documented for many scientific fields. All projects are encouraged to have a balanced participation of women and men in their research activities and to raise awareness on combating gender prejudices and stereotypes. Sex and / or gender are relevant variables in many research fields and generally referred to as the gender dimension of the research content. These must be addressed as an integral part of the research to ensure the highest level of scientific quality.

ACTIONS TO ACHIEVE GENDER BALANCE WITHIN THE WORKFORCE (Examples)

- *Survey the position and the needs of women staff*
- *Design and implement equal opportunities policy*
- *Positive actions for women scientists re-entering professional life*
- *Set targets to achieve gender balance in decision-making positions*
- *Design and implement mentoring schemes for women*
- *Promote women's participation in Consortium research activities*
- *Promote women's participation in committees and working groups*
- *Design and implement gender awareness training for HR Managers*
- *Family friendly working conditions*

MONITORING ACTIONS (Examples)

- *Appoint gender equality officer*

– *Create an equal opportunities commission*

– *Collect sex-disaggregated data on workforce regularly*

– *Collect data on women's participation in research activities*

– *Monitor impact of family friendly working conditions*

– *Disseminate data collection results within workforce*

– *Studies or analysis of attitudes / priorities of research personnel in the scientific field of the project*

ACTIONS TO RAISE GENDER AWARENESS (Examples)

– *Organise conferences, seminars, lectures with gender experts*

– *Set up a gender awareness group*

– *Develop information tools (newsletters, websites, etc)*

– *Network with women's organisations or equal opportunities bodies*

10 FUNDING

The following information must be provided per partner and is only used by the National Authorities to assess the National Contribution request.

Funding must also be filled in under Part A. The figures introduced here and in Part A must be coherent (same JU funding for example) as well as coherent as to the description of the use of resources as described under Chapter 7.5

A table in the Excel spreadsheet allows you to cross check the various amounts and allows you to prepare a coherent set of tables.

During the project the coordinator will only be asked to follow-up on the person-power. Cost issues are to be dealt with by the Beneficiaries directly with their national authorities or with ENIAC JU.

10.1 For partners established in ENIAC member states

For each participant from an ENIAC member State please fill in the standard form underneath and include it in part B of your proposal. In order to calculate your national contributions please see details under each country in the document NATIONAL CRITERIA. Please also provide in this Annex any additional necessary information, which does not fit in any other section of the proposal that will allow the national funding authorities to verify the corresponding eligibility criteria for national funding. For participants established in ENIAC member states, eligible costs are defined by the respective funding authorities issuing the national grant agreements.

Partner x	**Total eligible costs according to national rules (in €)**	**National Contribution requested (in €)**	**Percentage of the national subsidy to the beneficiaries applied for the calculation**
Fundamental/Basic Research			**%**
Industrial/Applied Research			**%**
Experimental development			**%**
Total			
Total requested from the JU (15% of total above)			

10.2 For partners established in other Member States and Associated Countries, the JRC[6] and international organisations[7] (i.e. ESA) having a seat in EU Member States or Associated Countries to the Seventh Framework Programme

For each participant from the above countries, for JRC or for each international organisation, fill in the standard form underneath and include it in Part B. *This form should be used by above mentioned participants unless:*

- *the JRC applies in the proposal for national funding from an ENIAC member State. In that case, the Form 1 should be used*
- *the international organisation applies in the proposal for national funding from an ENIAC member State. In that case, the Form 1 should be used*

Eligible costs for Non ENIAC JU member States

The ENIAC JU financial contribution must not give rise to a profit. Receipts shall be taken into consideration for the payment of the grant. In order to be considered eligible, costs incurred in the implementation of a project must meet the following conditions:

a) they must be actual;

b) they must be incurred by the beneficiary;

c) they must be incurred during the duration of the Project

d) they must be determined in accordance with the usual accounting and management principles and practices of the beneficiary.

e) they must be used for the sole purpose of achieving the objectives of the Project and its expected results, in a manner consistent with the principles of economy, efficiency and effectiveness;

f) they must be recorded in the accounts of the beneficiary;

g) they must be indicated in the estimated overall budget.

The reimbursement of the Joint Undertaking's financial contribution shall be based on the reported costs of each participant. Eligible costs shall be composed of costs attributable directly to the action ("direct eligible costs") and of costs which are not

[6] Unless the JRC applies in the proposal for national funding from an ENIAC member State. In that case, the Annex A.1 should be used

[7] Unless the international organisation applies in the proposal for national funding from an ENIAC member State. In that case, the Annex A.1 should be used

attributable directly to the action, but which have been incurred in direct relationship with the direct eligible costs attributed to the action ("indirect eligible costs"). Indirect costs shall represent up to 20% of the participant's total direct eligible costs, excluding its direct eligible costs for subcontracting and the costs of resources made available by third parties which are not used on the premises of the participant.

Partner x	**Total eligible costs (in €)**
Direct costs	
Indirect costs	
Total	
Total requested from the JU (15% of total above)	

10.3 For partners established in other countries not included in the two preceding paragraphs

Partners from countries other than EU Member States and Associated Countries to FP7 are not eligible for funding, but they have to calculate their total costs and include them in Part B. The template to be used is:

Partner x	**Total eligible costs according to national rules (in €)**	**National Contribution requested (in €)**	**Percentage of the national subsidy to the beneficiaries applied for the calculation**
Fundamental/Basic Research			**%**
Industrial/Applied Research			**%**
Experimental development			**%**
Total			