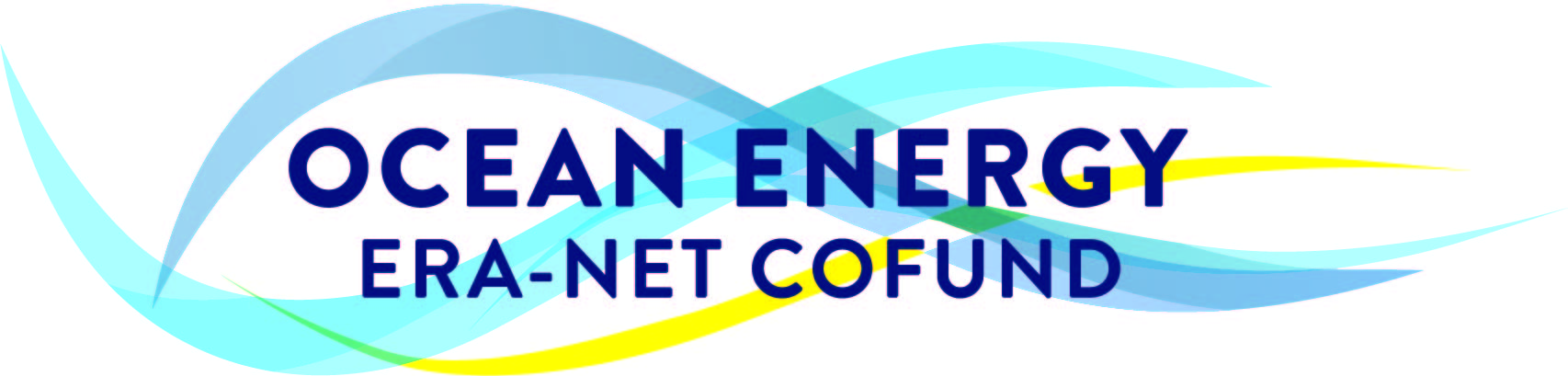
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**OCEANERA-NET COFUND**

**JOINT CALL 2019**

**Instructions for drafting your Proposal**

***Please delete these instructions when you are ready to submit your Proposal*.**

# Introduction

Each applicant organisation (i.e. each member of a project consortium) must contact the relevant national/regional funding organisation before submission of the Proposal, to check eligibility of the project and proposed activity and the applicable grant rates.

Proposals to this call must be submitted electronically, using the Electronic Submission and Evaluation System (ESES) accessible from the Joint Call page on the OCEANERA-NET COFUND website.

The Proposal comprises two parts:

Part A – data to be completed in the on-line form;

Part B – The Proposal, to be completed using this template provided and uploaded as a pdf on the ESES.

This document provides guidance on completion of each part.

**The deadline for submission of Proposals is 5th April 2019, 17:00 CET (Brussels) time.**

Both parts of the Proposal must be completed/uploaded and submitted by the deadline for submission to be confirmed. Projects which have not completed submission by the deadline will not be considered.

# Consortium members should be aware that additional applications to the national/regional funding organisations may be required at Expression of Interest and/or Proposal stage. Please check the Guidelines for Applicants for information and contact the relevant funding organisations for instructions. If one or more partner fails to comply with national/regional requirements, the project proposal may not be considered for funding.

# Confidentiality and Data Protection

The content of project proposals submitted to the OCEANERA-NET COFUND Joint Call 2019 will be used by the FOs (and their nominated national/regional delivery agencies) for the purpose of assessing and evaluating proposals and subsequently for monitoring projects which are selected for funding. The content of project proposals will also be used by the independent evaluators appointed by the FOs to evaluate the proposals.

Coordinators and project partners planning to submit a project proposal should be aware that personal data relating to persons involved in the project will be collected in the on-line form, EoI and Proposal documents. Coordinators should receive consent from each individual person, including from other project partners, before providing any personal data, including names and email addresses. By consenting to the provision of personal data, individuals are consenting to the use of their data as set out in this Guide for Applicants and the EoI and Proposal templates and the Privacy Statement on the OCEANERA-NET COFUND website.

The content of the Expressions of Interest and Proposals received under the call will be treated as confidential, with the exception of the lists of applications, list of projects selected for funding and publishable project abstracts. Expressions of Interest, Proposals and Evaluation Reports will be stored and accessed within the secure OCEANERA-NET COFUND ESES. Independent evaluators will be required to sign declarations of confidentiality and no conflict of interest before they are able to access proposal details on the ESES.

Applicants should be aware that the information provided may be subject to requests for publication or disclosure in accordance with national, regional or EU-wide access to information legislation. If OCEANERA-NET COFUND or any of the FOs receives a request for disclosure of information, the OCEANERA-NET COFUND Steering Group will consider the request in line with the relevant exemptions or exceptions provided in the legislation and will normally consult with the provider(s) of the information before making any decision to release.

# How to Update Part A

Part A is completed on-line.

Part A constitutes an integral part of your Proposal.

If your project has been invited to Step 2, the Project Coordinator will be able to edit the information in Part A. The Project Coordinator should complete the information on behalf of the other partners.

The Coordinator will need to login with the unique project number to start the Proposal submission.

The Project Coordinator will receive feedback from the Step 1 eligibility checks. This feedback may include partners not considered to be eligible for funding by their national/regional funding organisation. In this case, two options are possible:

1. Delete the ineligible partner and reassign their tasks within the remaining members of the consortium;
2. Allow the ineligible partner to collaborate in the project using their own funds.

New partners may only be added to the consortium if this has been agreed by the funding organisations.

If new partners are proposed, the Project Coordinator must advise the Joint Call Secretariat as soon as possible and the new partner must contact their national/regional funding organisation to discuss eligibility.

The Project Coordinator may delete ineligible beneficiaries, add new beneficiaries and/or adjust the project costs and requested funding for each partner, as required.

The Coordinator should click the **“Add Partner”** button to open a form for a new partner.

If a partner needs to be removed from the project, please use the **“Delete Partner”** button.

Each section of Part A can be opened, edited and saved separately. These sections can be edited as often as needed up until the deadline for submission. Once data has been entered or amended, please make sure you save any changes.

Please ensure that the information submitted in Part A, including the numbering order of the project partners, is consistent with Part B.

A Proposal can be submitted multiple times up to the deadline. You may wish to ensure that a close to final version is submitted in advance of the deadline and then resubmit before the deadline if updating is required.

# How to Complete Part B

## Project Scope, Eligibility and Evaluation

Part B of the Proposal contains the details of the proposed project. At the Proposal stage the information will be used to assess the eligibility of the project according to the transnational eligibility criteria and the fit of the project objectives and outputs with the call objectives and call topics, as set out in the Guidelines for Applicants. It will also be used by the national/regional funding organisations to check the eligibility of individual partners and the activity they will undertake as part of the project, according to the national/regional rules, which form part of the Call Announcement and Guidelines for Applicants.

Most importantly, the Proposal will be used by the independent evaluators to review and score the project according to the evaluation criteria, as the basis for creating a ranking list of projects as a recommendation to the OCEANERA-NET COFUND Steering Group for funding.

The evaluation criteria and scoring system are described in the Guidelines for Applicants. Please take into consideration that proposals will be evaluated on three different evaluation criteria and the three criteria carry the same weight. We would advise you to consider each of the award criteria and address them in the appropriate section of the template.

Instructions are provided for each section on what should be covered. The explanatory notes aim to explain the evaluation criteria without being exhaustive.

We would also strongly advice all project partners to discuss their role in the project with their respective national/regional funding organisations and ensure they have consulted the Call Announcement and Guidelines for Applicants and any additional documentation provided to ensure they understand the national/regional requirements.

Due to the evaluation process required for Joint Calls, only projects which have demonstrated that all transnational and national/regional eligibility criteria have been met will be evaluated at Step 2.

## Structure of Proposal

Applicants must structure their proposal according to the headings in the Part B Proposal template and follow the instructions given, including the maximum length specified for each section.

*The instructions shown in italics have been provided to assist with the completion of each section and should be deleted from the final version of the Proposal before uploading.*

The page size is A4 and margins (top, bottom, left and right) should be at least 15mm (not including any headers and footers), except where a table has already been formatted for completion. Please use the same font and style for the whole proposal – Times New Roman, 11 pt, single spacing. Literature references should be listed as footnotes, font size 9 pts. Footnotes will count towards the page limit.

Please ensure that Part B carries as a header to each page the proposal acronym and all pages are numbered in a single series as footer to the page, to avoid errors during handling. It is recommended that the numbering format “Page X of Y” is used.

Once the form has been completed it should be saved in pdf format before being uploaded on the ESES. The ESES will automatically name the uploaded pdf file with the unique project reference number.

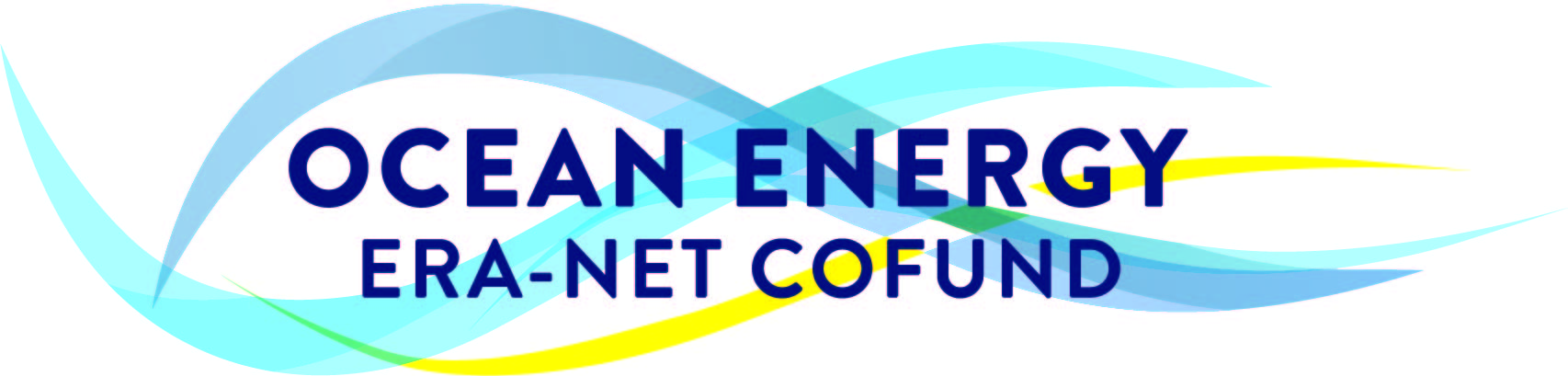
Please complete the project number (generated by the ESES) full title and acronym on the front page of the template.

# Submission

Please ensure when making the final submission that the data in Part A and Part B match. In the event of any discrepancies, the data in the uploaded Proposal document will be assumed to be the correct version.

Once the mandatory fields have been completed and a Part B uploaded, the Full Proposal can be submitted by clicking on the **“Submit”** button. You can resubmit your proposal multiple times. Each time it is resubmitted the previous versions will be overwritten.

The Proposal will only be regarded as submitted when you have successfully completed the submission process and received a confirmation message.

****

**OCEANERA-NET COFUND**

**JOINT CALL 2019**

**Proposal**

**Part B: Template Document**

**Proposal Number (from ESES)**

|  |
| --- |
|  |

**“PROPOSAL FULL TITLE”**

**“PROPOSAL ACRONYM”**

# Project Details

**Project Acronym:**

|  |
| --- |
|  |

**Project Full Title:**

|  |
| --- |
|  |

**Technology area(s) to be addressed:** *Please select the main technology area(s) addressed. More than one may be selected.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Main focus**  *Please indicate one or two main technology areas to be addressed in the project below and any other areas to be addressed in the column to the right* | | **Also covered** | |
| Wave energy convertors |  | Wave energy convertors |  |
| Tidal energy convertors |  | Tidal energy convertors |  |
| Salinity gradient |  | Salinity gradient |  |
| Ocean thermal energy conversion |  | Ocean thermal energy conversion |  |
| Power take off |  | Power take off |  |
| Foundations |  | Foundations |  |
| Moorings |  | Moorings |  |
| Electrical architecture, connection |  | Electrical architecture, connection |  |
| Materials |  | Materials |  |
| Components |  | Components |  |
| Installation |  | Installation |  |
| Operations and maintenance |  | Operations and maintenance |  |
| Resource |  | Resource |  |

**Topic(s) addressed:** *Please select the main topic(s) addressed. More than one topic may be selected.*

|  |  |  |
| --- | --- | --- |
|  | *Please put a tick in the relevant boxes* |  |
| Topic 1 | Ocean energy devices |  |
| Topic 2 | Components and subsystems |  |
| Topic 3 | Grid connection and power systems |  |
| Topic 4 | Materials and structures |  |
| Topic 5 | Installation, operations and maintenance |  |
| Topic 6 | Resource and impact assessment |  |

**Project Duration [months]:**

|  |
| --- |
|  |

**Planned Start Date [dd/mm/yyyy]:**

|  |
| --- |
|  |

# Project Consortium

*Partner Number 1 should be the Project Coordinator.*

*Two contact persons per partner may be added. Please put primary contact first. Please add line as required.*

*The "requested funding" should be determined by applying the appropriate funding rates to those costs that are eligible under the relevant national/regional funding programme.*

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Partner No.** | **Organisation Name and Address** | **Legal Status** | **Registration No.** | **Contact Person (name, title)** | **Tel. No.** | **Email** | **Funding**  **Org.** |
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***Notes:***

***Legal Status:*** *SME = small or medium sized enterprise; IND = large enterprise; HE = higher education / University; RO = research organisation*

*The* ***registration number*** *can be the VAT number or other number (check the necessary information with the respective Funding Organisation)*

***Funding Organisation:*** *The national/regional Funding Organisation from which each applicant is requesting funding. SE = Scottish Enterprise; SWEA = Statens Energimyndighet; CDTI = Centro para el Desarrollo Tecnologico Industrial; SEAI = Sustainable Energy Authority of Ireland; FCT = Fundação para a Ciência e a Tecnologia;* ***PDL = Région Pays de la Loire; VLAIO = Agentschap Innoveren & Ondernemen.***

# Project Budget

*Please provide the anticipated budget for each project partner and the funding being requested from the national/regional funding organisation.*

*The appropriate funding rate as indicated by the relevant funding organisation should be used to calculate requested funding.*

*Please add extra lines/columns as required.*

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Partner** | **Person Months** | **Personnel Cost** | **Equipment** | **Consumables** | **Travel** | **Sub-contracting** | **Other Costs** | **Indirect Costs** | **Total Costs** | **Requested Funding** |
| **PM** | **Euro** | **Euro** | **Euro** | **Euro** | **Euro** | **Euro** | **Euro** | **Euro** | **Euro** |
| Partner 1 (Coordinator): |  |  |  |  |  |  |  |  |  |  |
| Partner 2: |  |  |  |  |  |  |  |  |  |  |
| Partner 3: |  |  |  |  |  |  |  |  |  |  |
| Partner 4: |  |  |  |  |  |  |  |  |  |  |
| Partner 5: |  |  |  |  |  |  |  |  |  |  |
| Partner 6: |  |  |  |  |  |  |  |  |  |  |
| **Total:** |  |  |  |  |  |  |  |  |  |  |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Work Package** | **WP1** | **WP2** | **WP3** | **WP4** | **WP5** | **WP6** | **WP7** | **WP8** | **Total** |
| **Person Months** |  |  |  |  |  |  |  |  |  |
| **Total Costs** |  |  |  |  |  |  |  |  |  |

# Budget Justification – Per Partner

*It is important that funding organisations understand the costs of individual partners, in order to assess eligibility. Please provide an explanation for main cost items below. Add additional lines as required and copy a table for each partner.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Partner No.** |  | **Partner Name:** | |  |
| **Cost Category** | | **Euro** | **Details, justification** | |
| **Personnel Costs** | |  |  | |
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| **Equipment** | |  |  | |
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| **Consumables** | |  |  | |
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|  | |  |  | |
| **Travel** | |  |  | |
|  | |  |  | |
|  | |  |  | |
| **Subcontracting** | |  |  | |
|  | |  |  | |
|  | |  |  | |
| **Other Costs** | |  |  | |
|  | |  |  | |
|  | |  |  | |
| **Indirect Costs** | |  |  | |
|  | |  |  | |

# Publishable Abstract

*The summary should refer to the project aim, specific objectives and expected impact.*

*The maximum length of the summary is* ***300 words.*** *This summary should be copied into the Part A on-line template.*

# Project Summary *(max. 2 pages)*

*The summary should refer to the call topics to be addressed, state of the art, project aims and specific objectives, how success will be measured, deliverables and expected impact.*

# Excellence

*This section is intended to provide information for evaluation of the project in terms of its quality, innovation, credibility and fit with the call objectives and call topics. The following topics should be included:*

## 7.1 Introduction *(max. 1 page)*

* *Provide an introduction to the project and key points before addressing each of the sections below.*

## Relevance to the Call *(max. 1 page)*

* *Indicate the call topic(s) to which the proposal relates and describe how the project will address the objectives of the call and the specific call topics(s).*
* *Explain how the project will address the challenges set out in the call text.*

## Current state of the art and progress beyond the state of the art *(max. 2 pages)*

* *Describe the current state of the art and/or current knowledge at the international level* (*with indication of literature, patents, market studies, references, etc.*).
* *Describe the current situation and the technological problems and challenges to be addressed.*
* *Explain why the challenge is important.*
* *Describe the opportunities identified and how the project will pursue these.*
* ***Indicate the TRL*[[1]](#footnote-1) *at the beginning of the project and the planned TRL after the end of the project.*** *Explain how the current TRL has been determined and how achievement of the proposed TRL will be measured (e.g. key indicators, testing programme and results).*
* *Identify the main technological problems and challenges to be addressed in the project. Outline the proposed approach to addressing these issues.*
* *Explain how you will build on learning from previous projects, what you want to learn from this project and what you will do with the information.*

## Project Objectives *(max. 1 page)*

* *Describe the objectives of the project, which should be specific, measurable, achievable, realistic and time bound.*
* *Objectives should be consistent with the expected exploitation and impact of the project results and the objectives of the OCEANERA-NET COFUND Joint Call.*

## Research methodology *(max. 1 page)*

* *Describe the research methodology and approach, including planned demonstration and validation activities.*

## 7.6 Originality and/or degree of innovation *(max. 1 page)*

* *Explain the degree of novelty and the added value of the project with respect to the state of the art/knowledge, the innovation in the approach and its advantages over existing solutions.*

# Implementation

*This section should be used to explain in detail the quality and efficiency of the implementation and management of the project, including the coherence of the Work Plan and management of the consortium to ensure objectives, deliverables and impacts are achieved.*

## 8.1 Overview of the Work Plan *(max. 1 page)*

* *Provide an overview of the work plan, including description of the overall strategy, work packages, synergies between work packages and management structure.*
* *A diagram illustrating the structure and methodology is recommended.*

## 8.2 Gantt Chart *(see below)*

* *Use the table below to complete the Gantt Chart.*
* *Ensure that work package, deliverable and milestone number are consistent with the following sections.*
* *Use shading to indicate the timing of tasks and completion of deliverables and milestones, as illustrated in the example below.*
* *Add as many rows as you need.*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **Month / Description** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** | **14** | **15** | **16** | **17** | **18** | **19** | **20** | **21** | **22** | **23** | **24** | **25** | **26** | **27** | **28** | **29** | **30** | **31** | **32** | **33** | **34** | **35** | **36** |
| **WP 1** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Task 1.1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Task 1.2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Deliverables |  |  | **1** |  |  | **2** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **WP2** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Task 2.1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Task 2.2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Deliverables |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Milestones** |  |  |  |  |  | **1** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

## 8.3 Detailed Description of Work Packages *(max. 2 pages per WP)*

*Please use the template below for the detailed description of each work package*

*The tables should be copied and completed separately for each work package*

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **WP1** | **WP Title:** | | | | | | | | | **Start month** | | **End month** |
| **WP leader:** | | | | | | | | | | | | |
| **Contribution of project partners:** | | | | | | | | | | | | |
| **Partner** | | | **1** | | **2** | **3** | **4** | **5** | **6** | | **7** | **8** |
| Person-months | | |  | |  |  |  |  |  | |  |  |
| **Objectives of the WP (**specific, measurable, achievable, realistic and time bound)**:** | | | | | | | | | | | | |
| **Overall Description of the WP and Implementation Methodology:** | | | | | | | | | | | | |
| **Task descriptions, including role of each partner:**   * *Please number the tasks and ensure they correspond with the Gantt Chart* * *Indicate which partners will be involved in each task and what their specific roles will be* | | | | | | | | | | | | |
| **Deliverables:** | | | | | | | | | | | | |
| **Deliverable** | | **Delivery month** | | **Deliverable title and brief description** | | | | | | | | |
| D1.1 | |  | |  | | | | | | | | |
| D1.2 | |  | |  | | | | | | | | |
| **Milestones:** | | | | | | | | | | | | |
| **Milestone** | | **Delivery month** | | **Deliverable title and brief description** | | | | | | | | |
| M1 | |  | |  | | | | | | | | |
| M2 | |  | |  | | | | | | | | |

*Add rows as required*

## 8.4 Summary of Deliverables

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Deliverable**  **No.** | **Deliverable**  **Name** | **Related Work**  **Package** | **Lead Partner** | **Delivery Month** | **Means of**  **Verification** |
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## 8.5 Summary of Milestones

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| --- | --- | --- | --- | --- | --- |
| **Milestone**  **No.** | **Milestone**  **Name** | **Related Work**  **Package(s)** | **Lead Partner** | **Delivery Month** | **Means of**  **Verification** |
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## 8.6 Role of the consortium partners and previous experiences and expertise related to the goals of the project *(max. 1 page per partner)*

|  |
| --- |
| **Partner 1** |
| **Organisation full name:** |
| **Expertise** |
| * *Describe the expertise of the organisation related to the goals of the project.* * *Brief CVs of key personnel involved in the project.* * *List of up to three relevant projects/publications within the last five years demonstrating competence to carry out the project.* |
| **Role in the project** |
| * *Indicate the role of each partner in the project.* * *Outline research and development activities to be undertaken.*   **NOTE:** This section will be used to assess eligibility of the proposal with respect to national/regional rules. Please explain how the proposed activities fit the national/regional eligibility criteria set out in the Guidelines for Applicants. |
| **Source of funding (if applicable)** |
| * *In case of organisations from countries whose funding organisations are not participating in the call, state the source of funding for their part in the proposal.* |

Use as many partner templates as needed

## 8.7 Potential of the consortium as a whole to realise the project

## *(max. 1 page)*

* *Individual/organisation technical or other expertise and appropriateness to/necessity for achieving the project goals.*
* *Has the consortium the resources (personnel, production capacities and know-how) required to achieve the project’s goals?*
* *Synergies in the collaboration and complementarity of the partners.*
* *Added value of the collaboration for the project objectives.*
* *Management skills and capacities within the consortium.*
* *Experience of management of multi-partner projects.*

## 8.8 Management structure and procedure *(max. 1 page)*

* *Describe the project decision making and management structures and why they are appropriate for complexity and effective implementation of the project.*
  + - *All consortia will be required to enter in a consortium agreement. Describe the principles of the consortium agreement to be developed, including partners’ rights and duties, conflict solving, position with regard to intellectual property rights.*

***8.9* Details of sub-contracted activities and significant capital equipment purchases (more than €10,000)**

# Impact

*this section is intended to provide information required to evaluate the impact of the project. The following sub topics should be included.*

## 9.1 Expected impact of the project at European/International level *(max. 3 pages)*

* *Describe how the project will contribute to each of the impacts set out in the Call Announcement and Guidelines for Applicants.*
* *Describe the contribution the project can make to tackling the identified challenges for the ocean energy sector, including performance, reliability and survivability.*
* *Explain how the proposed technology is expected to contribute to a reduction in the levelised cost of energy.*
* *Please provide* ***quantitative estimates of the performance improvement/cost reduction*** *expected to be secured through deployment of the technology to be demonstrated in the proposed project. Provide* ***supporting evidence*** *to show how the cost/performance calculations have been completed, including information on baseline and assumptions used.*
* *How will the project develop innovation capacity and integrate new knowledge in the ocean energy sector?*
* *Describe and estimate the potential market for the new knowledge/technology in Europe/worldwide. How do you define this market? On what data is the estimation based? Who are the (potential) international competitors?*
* *Describe the project’s potential for strengthening the competitiveness and growth of European companies.*
* *Describe any social, economic and environmental impacts of the project.*

## 9.2 Expected impact of the project at partner and national/regional level

## *(max. ½ page per partner)*

## *For each partner in the project, describe the potential impact of the project in terms of job creation, capacity building, technology development, new products or processes, market potential and company growth.*

## *For each country/region involves in the project, describe the potential impact in that geography, in the short and long term (e.g. wider economic, social and environmental benefits, development of the ocean energy sector, use/development of local supply chain, energy systems, sustainable development).*

## 9.3 Transnational added value of the collaboration *(max ½ page)*

* *European and/or international dimension of the research and the proposed solutions*
* *Necessity for transnational approach*
* *Added value of the proposed transnational collaboration*
* *Mid and long-term benefits of collaboration between project partners; plans for continued collaboration and knowledge sharing*

## 9.4 Additionality *(max. ½ page)*

* *What additional benefits will be secured from the use of public funding to support the project? Compare this with what might be done without the requested funding.*

## 9.5 Communication, Dissemination and Exploitation of results *(max. 3 pages)*

* ***Dissemination Plan*** *– identify the key stakeholders and how the results and outcomes of the project work will be widely disseminated; identify knowledge transfer opportunities and mechanisms.*
* ***Exploitation Plan*** *– identify by whom and where the exploitation of the results will be performed, Intellectual Property issues, and set out the steps which are expected to be taken to exploit the results, during and after the completion of the project, and to move the technology to commercial deployment.*

# Annex 1: Ethical Issues

*If applicable, outline any potential ethical issues which may arise during the project. Please tick Yes box for any that apply and provide an explanation in Section 6.7 of the Proposal template, or complete the declaration at the foot of the table if no issues have been identified.*

| **ETHICAL ISSUES** | **YES** |
| --- | --- |
| **HUMAN EMBRYOS/FOETUSES** | |
| Does your research involve Human Embryonic Stem Cells (hESCs)? |  |
| Does your research involve the use of human embryos? |  |
| Does your research involve the use of human foetal tissues/cells? |  |
| **HUMANS** | |
| Does your research involve human participants? |  |
| Does your research involve physical interventions on the study participants? |  |
| **HUMAN CELLS / TISSUES** | |
| Does your research involve human cells or tissues? |  |
| **PROTECTION OF PERSONAL DATA** | |
| Does your research involve personal data collection and/or processing? |  |
| Does your research involve further processing of previously collected personal data (secondary use)? |  |
| **ANIMALS** | |
| Does your research involve animals? |  |
| **NON-EU COUNTRIES** | |
| In case non-EU countries are involved, do the research related activities undertaken in these countries raise potential ethics issues? |  |
| Do you plan to use local resources (e.g. animal and/or human tissue samples, genetic material, live animals, human remains, materials of historical value, endangered fauna or flora samples, etc.)? |  |
| Do you plan to import any material - including personal data - from non-EU countries into the EU? |  |
| Do you plan to export any material - including personal data - from the EU to non-EU countries? |  |
| If your research involves low and/or lower middle income countries, are benefits-sharing actions planned? |  |
| Could the situation in the country put the individuals taking part in the research at risk? |  |
| **ENVIRONMENT PROTECTION** | |
| Does your research involve the use of elements that may cause harm to the environment, to animals or plants? |  |
| Does your research deal with endangered fauna and/or flora and/or protected areas? |  |
| Does your research involve the use of elements that may cause harm to humans, including research staff? |  |
| Does your research involve dual-use items in the sense of Regulation 428/2009, or other items for which an authorisation is required? |  |
| Could your research raise concerns regarding the exclusive focus on civil applications? |  |
| Does your research have the potential for misuse of research results? |  |
| Are there any other ethics issues that should be taken into consideration? |  |

*\*Table assembled on the basis of EC H2020 Guidance (*[*http://ec.europa.eu/research/participants/data/ref/h2020/grants\_manual/hi/ethics/h2020\_hi\_ethics-self-assess\_en.pdf*](http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/ethics/h2020_hi_ethics-self-assess_en.pdf)*).*

|  |  |  |
| --- | --- | --- |
|  | **YES** | **NO** |
| **I CONFIRM THAT NONE OF THE ABOVE ISSUES APPLY TO THIS PROPOSAL** |  |  |

1. TRL – Technology readiness level as described in the Horizon 2020 document (<http://ec.europa.eu/research/participants/data/ref/h2020/other/wp/2016_2017/annexes/h2020-wp1617-annex-g-trl_en.pdf>) [↑](#footnote-ref-1)