

## Part II Description of work<sup>1</sup>

GENERAL INFORMATION				
1.	<b>Project full title</b>			
2.	<b>Project Acronym</b>	<i>Max. 10 marks</i>		
3.	<b>Duration of the project</b> <i>(in month)</i>	<i>Max 36 months</i>		
4.	<b>Keywords</b>	<i>Max. 5 words</i>		
5.	<b>Summary of the project</b>	<i>Max. 1000 words</i>		
PROJECT COORDINATOR DETAILS				
<b>First name</b>			<b>Family name</b>	
<b>Title</b> <i>(prof., PhD, etc.)</i>			<b>Position held</b>	
<b>Country</b>			<b>Phone</b>	
<b>Fax</b>			<b>E-mail</b>	
<b>Organisation name</b>				
Adres of the organisation				
<i>(Building; PO Box; Street; Town; Postcode)</i>				
<b>Website of the organisation</b>				
PROJECT CONSORTIUM				
	Organisation name	Abbreviated organisation name	Organisation type <sup>2</sup>	Contact person/e-mail

<sup>1</sup> Cały dokument dotyczący oceny merytorycznej wniosku powinien być przygotowany w języku angielskim

<sup>2</sup> HE – Higher Education, RES – Research, SE – Small Enterprise, ME – Medium Enterprise, LE – Large Enterprise

## Część II Wzoru wniosku o dofinansowanie

Leading organisation (Coordinator)				
Partner 1				
Partner 2				
....				
....				

### **RESEARCH DESCRIPTION (max. length 33 pages A4: Times New Roman 11, single line spacing)**

#### **1. GENERAL CONCEPTS AND OBJECTIVES**

Provide information on **(max. length 4 A4 pages)**:

- general concept of the project
- scientific and/or technical relevancy **to the call topic**
- objectives of the project
- novelty in the context of the state-of-the-art in the field concerned
- contribution of the project results to science and technology development

#### **2. SCIENTIFIC AND TECHNOLOGICAL APPROACH AND/OR METHODOLOGY**

Provide an outline of the scientific and technological approach or methodology by means of which the project objectives will be reached **(max. length 4 A4 pages )** including:

- state-of-the-art **including recent research relevant to the project**
- methodologies and techniques proposed
- project structure (tasks and interdependencies between them)
- milestones, deliverables and time schedule
- significant risks and associated contingency plans
- project management

A detailed work plan broken down into tasks which should follow the logical phases of the project implementation - **up to 1 A4 page\* per task, recommended number of tasks: up to 5 (max. length 5 A4 pages \*)** according to following scheme:

## Część II Wzoru wniosku o dofinansowanie

Task No.	1	Starting date			
Task title					
Activity type (PRO/BPR)					
Participant short name					
Person-months per participant					
Objectives					
Description of work (possibly broken down into more detailed tasks) and the role of partners					
Deliverables (e.g. prototypes, new technologies established/ tested, etc.) and the project month delivery (measured in months from the first month of the project start)					
Task No.	2	Starting date			
Task title					
Activity type (PRO/BPR)					
Participant short name					
Person-months per participant					
Objectives					
Description of work (possibly broken down into more detailed tasks) and the role of partners					
Deliverables (e.g. prototypes, new technologies established/ tested, etc.) and the project month delivery (measured in months from the first month of the project start)					

## Część II Wzoru wniosku o dofinansowanie

<b>3. COMPETENCE AND EXPERTISE OF APPLICANT</b>
Provide the profiles of the staff involved - CVs of Project Coordinator and other key staff describing their relevant professional experience ( <b>max. length 4 A4 pages</b> ) including: <ul style="list-style-type: none"><li>• scientific expertise relevant to the project: scientific papers, patents, patent applications, prizes</li><li>• experience in managing R&amp;D projects (Project Coordinator)</li><li>• achievements in implementation of R&amp;D results - new technologies developed, innovative products, prototypes, patents, licensing</li><li>• participation in projects funded from both public and private resources with particular emphasis on the results exploitation (e.g. practical implementation)</li></ul>
<b>4. THE CONSORTIUM</b>
Provide information on consortium partners ( <b>max 4 pages A4; 1 page A4 per partner</b> ) <ul style="list-style-type: none"><li>• resources available to carry out the project (research infrastructure, equipment and staff, etc.)</li><li>• technical expertise with regard to the scope of the project</li><li>• synergies between the consortium partners</li></ul>
<b>5. EXPLOITATION OF PROJECT OUTPUTS AND THEIR ADDED VALUE</b>
Provide information on ( <b>max. length 4 pages A4</b> ): <ul style="list-style-type: none"><li>• planned exploitation of project outputs including commercialization</li><li>• potential market for new knowledge/project outputs</li><li>• economic impact (growth, competitiveness, employment)</li><li>• financial aspects (e.g. estimated income, savings)</li><li>• other (e.g. social or environmental) added value foreseen resulting from the implementation of the project results</li></ul>
<b>6. PLANNED COOPERATION BETWEEN RESEARCH ORGANISATIONS AND ENTERPRISES</b>
Provide information on consortium partners ( <b>max. length 4 pages A4</b> ): <ul style="list-style-type: none"><li>• cooperation with enterprises within the consortium</li><li>• planned cooperation with enterprises after the project completion (application of research results)</li><li>• added value of the collaboration between research organisations and enterprises (for both sides)</li></ul>
<b>7. ORIGINALITY OF THE PROJECT/ INNOVATIVENESS OF THE IDEA</b>
Provide information on innovativeness of the project outputs ( <b>max. length 4 pages A4</b> ): <ul style="list-style-type: none"><li>• innovativeness of the project results (solution, products etc.) and their added value</li><li>• significance of novelty of the solution in relation to the state-of-the-art in the field concerned</li><li>• relevance to the international position of the applicants</li></ul>

Część II Wzoru wniosku o dofinansowanie

<b>PROJECT TIMETABLE<sup>3</sup></b>									
Task No.	Task name	Task type (PRO/BPR)	Task leader and partners	Date		Total cost [€]	Requested funding [€]	Partner contribution [€]	Participate of funding (%)
				Task starting	Task ending				
<i>1.</i>	<i>2.</i>	<i>3.</i>	<i>4.</i>	<i>5.</i>	<i>6.</i>	<i>7.</i>	<i>8.</i>	<i>9.</i>	<i>10.</i>
<i>1</i>									
<i>2</i>									
<i>3</i>									
<i>4</i>									
<i>5</i>									
<i>.....</i>									
<b>Total project costs (€):</b>									

<sup>3</sup> One task in one row

Część II Wzoru wniosku o dofinansowanie

**PROJECT COSTS**

Task No	Type of task (BPR/PRO)	Task Leader and partners <sup>4</sup>	Eligible costs [€]						Total cost [€] <i>10=4+5+6+7+8+9</i>	Partner contribution [€]	Requested funding [€] <i>12=10-11</i>
			W	A	G	E	O <sub>p</sub>	O			
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.
1.	PRO/BPR										
<i>SUB TOTAL</i>											
2.	PRO/BPR										
<i>SUB TOTAL</i>											
3.	PRO/BPR										
<i>SUB TOTAL</i>											
4.	PRO/BPR										
<i>SUB TOTAL</i>											
<i>TOTAL</i>											

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<sup>4</sup> One partner in one row.

Część II Wzoru wniosku o dofinansowanie

COSTS JUSTIFICATION		
<b>Task no.....</b>	<i>Task title</i>	
	<i>Short task description (max. 1/3 A4 page)</i>	
	<b><i>Task cost justification by category</i></b>	
	<b>W</b> <i>(personal costs)</i>	<i>Justification:</i>
	<b>Cost (€)</b>	
	<b>A</b> <i>(equipment)</i>	<i>Justification:</i>
	<b>Cost (€)</b>	
	<b>G</b> <i>(land and buildings)</i>	<i>Justification:</i>
	<b>Cost (€)</b>	
	<b>E</b> <i>(sub-contract)</i>	<i>Justification:</i>
	<b>Cost (€)</b>	
	<b>Op</b> <i>(materials)</i>	<i>Justification:</i>
	<b>Cost (€)</b>	
	<b>O</b> <i>(other costs)</i>	<i>Justification:</i>
<b>Cost (€)</b>		
<b>Total cost (€)</b>		