European Commission

#HorizonEU

THE EU RESEARCH & INNOVATION PROGRAMME 2021 – 27

RESEARCH AND INNOVATION

PROPOSAL WRITING CAMP

Intro – Guidance on AI tools for proposal preparation

European Commission

AI tools for proposal preparation

Guidance on the use of generative AI tools for the preparation of the proposal

When considering the use of generative artificial intelligence (AI) tools for the preparation of the proposal, it is imperative to exercise caution and careful consideration. The AI-generated content should be thoroughly reviewed and validated by the applicants to ensure its appropriateness and accuracy, as well as its compliance with intellectual property regulations. Applicants are fully responsible for the content of the proposal (even those parts produced by the AI tool) and must be transparent in disclosing which AI tools were used and how they were utilized.

Specifically, applicants are required to:

- Verify the accuracy, validity, and appropriateness of the content and any citations generated by the AI tool and correct any errors or inconsistencies.
- Provide a list of sources used to generate content and citations, including those generated by the AI tool. Double-check citations to ensure they are accurate and properly referenced.
- Be conscious of the potential for plagiarism where the AI tool may have reproduced substantial text from other sources. Check the original sources to be sure you are not plagiarizing someone else's work.
- Acknowledge the limitations of the AI tool in the proposal preparation, including the potential for bias, errors, and gaps in knowledge.

Example, not to be compl

Use of generative AI tools

- If using generative artificial intelligence (AI) tools for proposal preparation, exercise **caution and careful consideration**.
- AI-generated content should be **thoroughly reviewed and validated** to ensure its appropriateness, accuracy and compliance with IP regulations.
- Applicants are **fully responsible for the content** of the proposal (even those parts produced by the AI tool) and must be transparent in disclosing which AI tools were used and how they were utilized.
- Be aware of the potential for **plagiarism** where the AI tool may have reproduced substantial text from other sources.

PROPOSAL WRITING CAMP

Excellence

European Commission

Example: structure of a HORIZON EUROPE - RIA (Research & Innovation Action)

Part B

(to be uploaded as pdf PDF)

1. Excellence
2. Impact
3. Quality and efficiency of implementation

->additional Annex with information on financial support to third parties (if applicable)

STRUCTURE OF PART B (RIA)

RIA (Part B)

1. Excellence

1.1 Objectives and ambition

1.2 Methodology

2. Impact

2.1 Project´s pathways to impact

2.2 Measures to maximise impact Dissemination Exploitation and Communication

2.3 Summary

3. Quality and efficiency of the implementation

3.1 Work plan and Resources

3.2 Capacity of participants and consortium as a whole

PAGE LIMIT! 45 pages (RIA) / 50 pages for topics using lump sum funding

(including title page and list of participants)

European Commission

B1. Excellence

1. Excellence

1.1 Objectives and ambition (4 p.)

1.2 Methodology (14 pages)

Excellence – aspects to be taken into account

- ✓ Clarity and pertinence of the project's objectives, and the extent to which the proposed work is ambitious, and goes beyond the state of the art.
- ✓ Soundness of the proposed methodology, including the underlying concepts, models, assumptions, interdisciplinary approaches, appropriate consideration of the gender dimension in research and innovation content, and the quality of open science practices, including sharing and management of research outputs and engagement of citizens, civil society and end users where appropriate.

B1.1 Objectives & Ambition

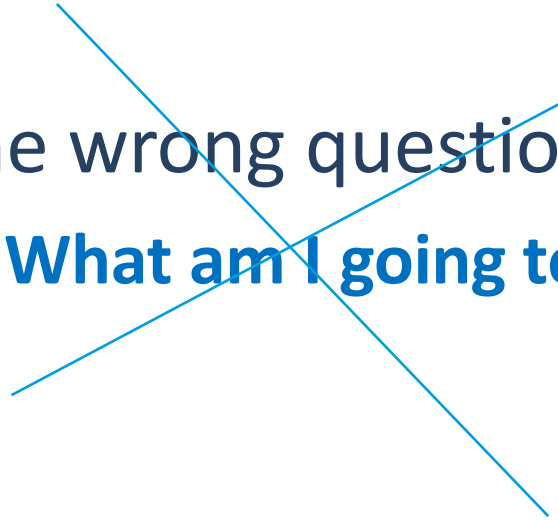
- **Overall aim =>Short introductory paragraph answering 5 KEY QUESTIONS**
  - Which problem are you trying to solve?
  - Is it a European priority or could it be solved at national level?
  - Is the solution already available?
  - Why now?
  - Why you? Are you the best consortium to do this work?
- **2-3 OVERALL OBJECTIVES**
- **Specific objectives (not more then 5)**

European Commission

Objectives ≠ activities!

- The right question:
  - **What do I plan to achieve?**

- The wrong question:
  - **What am I going to do?**



European Commission

S M A R T OBJECTIVES

S specific, concrete

- What **exactly** are you going to achieve?
- Is the objective written in a clear and **comprehensible** way?

M measurable

- How can you tell if the objective is reached?
- Are there clear **indicators** or **parameters** to measure the objective?

A acceptable

- Acceptance of project results by stakeholders?
- Do the objectives provide an **acceptable solution** to the problem?

R realistic

- Is the objective **achievable**, given the time and resources committed?

T timely

- **When** will the objectives be achieved?

European Commission

B1.1 Objectives and Ambition (4 pages)

- Objectives should be consistent with the expected/identified exploitation and impact of the project

- Describe the specific objectives for the project, which should be **clear, measurable, realistic and achievable** within the duration of the project.

- Describe how your project goes beyond the state-of-the-art, and the extent the proposed work is ambitious. Indicate any exceptional ground-breaking R&I, novel concepts and approaches, new products, services or business and organisational models.

- Describe where the proposed work is positioned in terms of R&I maturity (i.e. where it is situated in the spectrum from 'idea to application', or from 'lab to market'). Where applicable, provide an indication of the Technology Readiness Level, if possible distinguishing the start and by the end of the project.

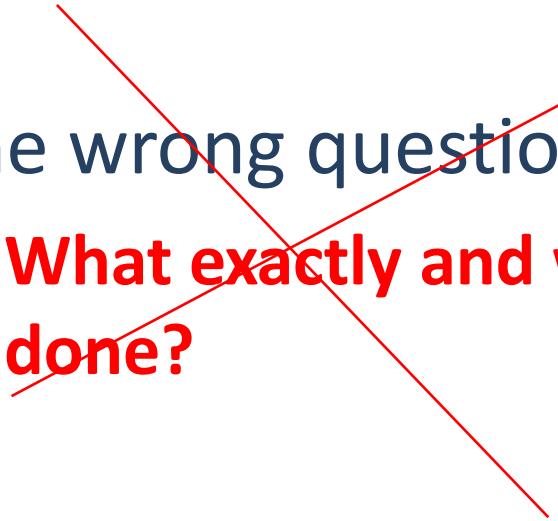
- Describe the ground-breaking nature of the objectives, concept , trans-disciplinarily considered, innovation potential…

European Commission

Methodology…

- The right question:
  - **How will the objectives be reached?**

- The wrong question:
  - **What exactly and when will it be done?**



European Commission

1.2 Methodology (14 pages)

- Describe and explain **the overall methodology, including the concepts, models and assumptions that underpin your work. Explain how this will enable you to deliver your project's objectives.** Refer to any important challenges you may have identified in the chosen methodology and how you intend to overcome them.

- Describe any **national or international research and innovation activities whose results will feed into the project, and how that link will be established**; =***EXPLOITABLE RESULTS***

- Explain **how expertise and methods from different disciplines will be brought together and integrated in pursuit of your objectives.** If you consider that an inter-disciplinary approach is unnecessary in the context of the proposed work, please provide a justification.

- For topics where the work programme indicates the need for the **integration of social sciences and humanities**, show the role of these disciplines in the project or provide a justification if you consider that these disciplines are not relevant to your proposed project.

1.2 Methodology (15 pages)

- Describe how the **gender dimension** (i.e. sex and/or gender analysis) is taken into account in the project's research and innovation content. If you do not consider such a gender dimension to be relevant in your project, please provide a justification.

- Describe **how appropriate open science practices** are implemented as an integral part of the proposed methodology. Show how the choice of practices and their implementation are adapted to the nature of your work, in a way that will increase the chances of the project delivering on its objectives. If you believe that none of these practices are appropriate for your project, please provide a justification here.

1.2 Methodology (14 pages)

- **Research data management and management of other research outputs**
- **Types of data/research outputs** (e.g. experimental, observational, images, text, numerical) and their estimated size
- **Findability of data/research outputs:** Types of persistent and unique identifiers (e.g. digital object identifiers) and trusted repositories that will be used.
- **Accessibility of data/research outputs:** IPR considerations and timeline for open access (if open access not provided, explain why); provisions for access to restricted data for verification purposes.
- **Interoperability of data/research outputs:** Standards, formats and vocabularies for data and metadata.
- **Reusability of data/research outputs:** Licenses for data sharing and re-use (e.g. Creative Commons, Open Data Commons); availability of tools/software/models for data generation and validation/interpretation /re-use.
- **Curation and storage/preservation costs; person/team responsible for data management and quality assurance.**

Excellence

Open Science

Mandatory practices : Open access to publications and research data; research data management in line with 'FAIR' principles. Additional obligations specific to certain topics.
—> Lower score if not sufficiently addressed

Recommended practices: e.g. early and open sharing of research; open peer-review; involving all relevant knowledge actors e.g. citizen science.
—> Evaluated positively if convincingly addressed, as appropriate for projects.

Gender dimension

Describe how the gender dimension (i.e. sex and/or gender analysis) is taken into account in the project's R&I content.

Different from the gender balance in the proposal team.

Gender in EU research and innovation - European Research Executive Agency

If not mandatory, explicitly in Topic text:
In this topic the integration of the gender dimension (sex and gender analysis) in research and innovation content is not a mandatory requirement.

Social sciences and humanities

If required by the topic, show the role and integration of social sciences and humanities in the proposal.

Check topic text.

SSH integration - Research and innovation - European Commission

More on Open science
Video how to evaluate OS

European Commission

Open Science

Open science is an approach based on open cooperative work and systematic sharing of knowledge and tools as early and widely as possible in the process. Including active engagement of society

Mandatory immediate Open Access to publications: beneficiaries must retain sufficient IPRs to comply with open access requirements;

Data sharing as 'open as possible, as closed as necessary': mandatory Data Management Plan for FAIR (Findable, Accessible, Interoperable, Reusable) research data

- Work Programmes may incentivize or oblige to adhere to **open science practices** such as involvement of citizens, or to use the **European Open Science Cloud**
- Assessment of open science practices through the **excellence award criteria** for proposal evaluation. Under **quality of participants** previous experience on open sciences practices will be evaluated positively.
- Dedicated support to **open science policy actions**
- **Open Research Europe** publishing platform

LINKS:
Data Management Plans
OPEN SCIENCE

Gender Dimension

Addressing the gender dimension in research and innovation entails taking into account sex and gender in the whole research & innovation process.

The integration of the gender dimension into R&I content is mandatory, unless it is explicitly mentioned in the topic description

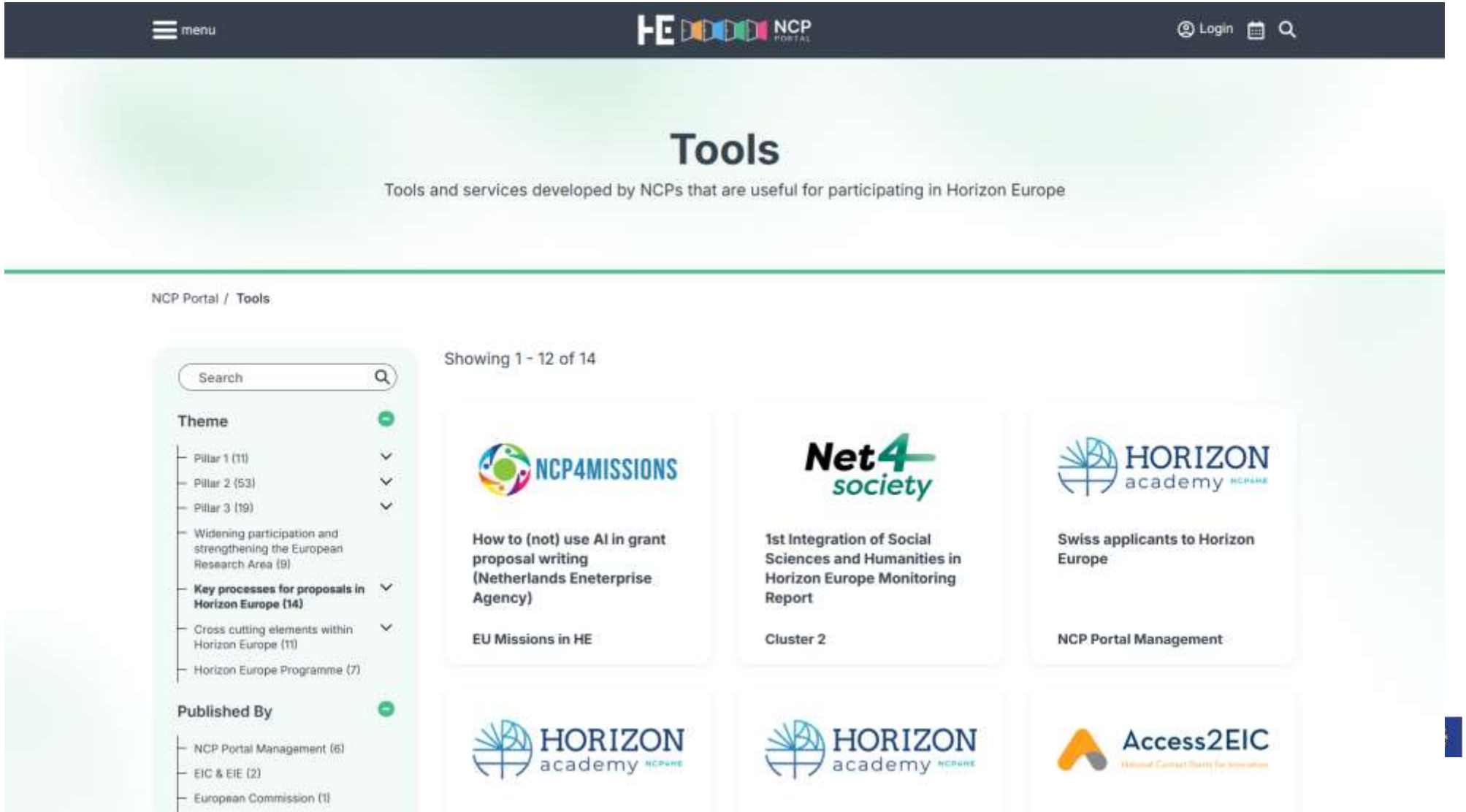
Why is gender dimension important?

- Why do we observe differences between women and men in infection levels and mortality rates in the COVID-19 pandemic?
- Does it make sense to study cardiovascular diseases only on male animals and on men, or osteoporosis only on women?
- Does it make sense to design car safety equipment only on the basis of male body standards?
- Is it responsible to develop AI products that spread gender and racial biases due to a lack of diversity in the data used in training AI applications?
- Is it normal that household travel surveys, and thus mobility analysis and transport planning, underrate trips performed as part of caring work?
- Did you know that pheromones given off by men experimenters, but not women, induce a stress response in laboratory mice sufficient to trigger pain relief?
- And did you know that climate change is affecting sex determination in a number of marine species and that certain populations are now at risk of extinction?

- LINKS: https://op.europa.eu/en/publication-detail/-/publication/ffcb06c3-200a-11ec-bd8e-01aa75ed71a1/language-en/format-PDF/source-232129669
- https://ec.europa.eu/info/research-and-innovation/strategy/strategy-2020-2024/democracy-and-rights/gender-equality-research-and-innovation_en

Annotaded HE templates – NCP portal

- https://horizoneuropencpportal.eu/store?f%5B0%5D=theme_facet%3A44
- https://horizoneuropencpportal.eu/sites/default/files/2025-05/update-29042025-care4bio-ria-ia-annotated-template.pdf



European Commission

Group Work Excellence

European Commission

Group exercise

Writing the excellence part (RIA)

- **Objectives & ambition**
  discuss in the group session possible objectives for the call you are addressing during the Proposal writing camp. Put down 3-4 objectives to be reached in the frame of the project.

  Homework: Develop text around the objectives, add details to make the objectives more concrete.

- **Methodology**
  Homework: if time allows, think of methodology to be applied, consider gender and data implications of your project

Evaluation exercise (if time allows)

- Scoring of the excellence drafts – each group evaluates the draft of another group

European Commission

PROPOSAL WRITING CAMP

Impact

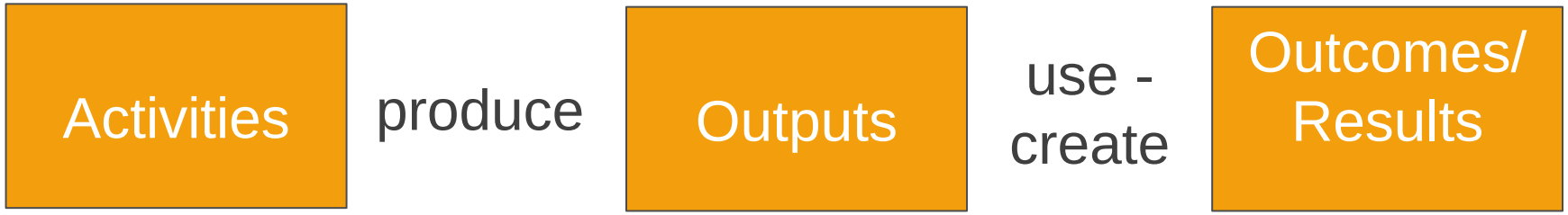
General information on impact

Impact in Horizon Europe

Group work: Define the impact of your proposal

European Commission

From Activities to Impacts



OUTCOME/RESULT =what happens, if our **target group uses** our outputs!

- they become more knowledgeable (enlightenment!) or
- produce better products or
- reduce the ecological footprint

IMPACT = what happens **by use or non-use** of others than our primary target group (i.e. a ‘secondary’ or even ‘not-intended audience’)

European Commission

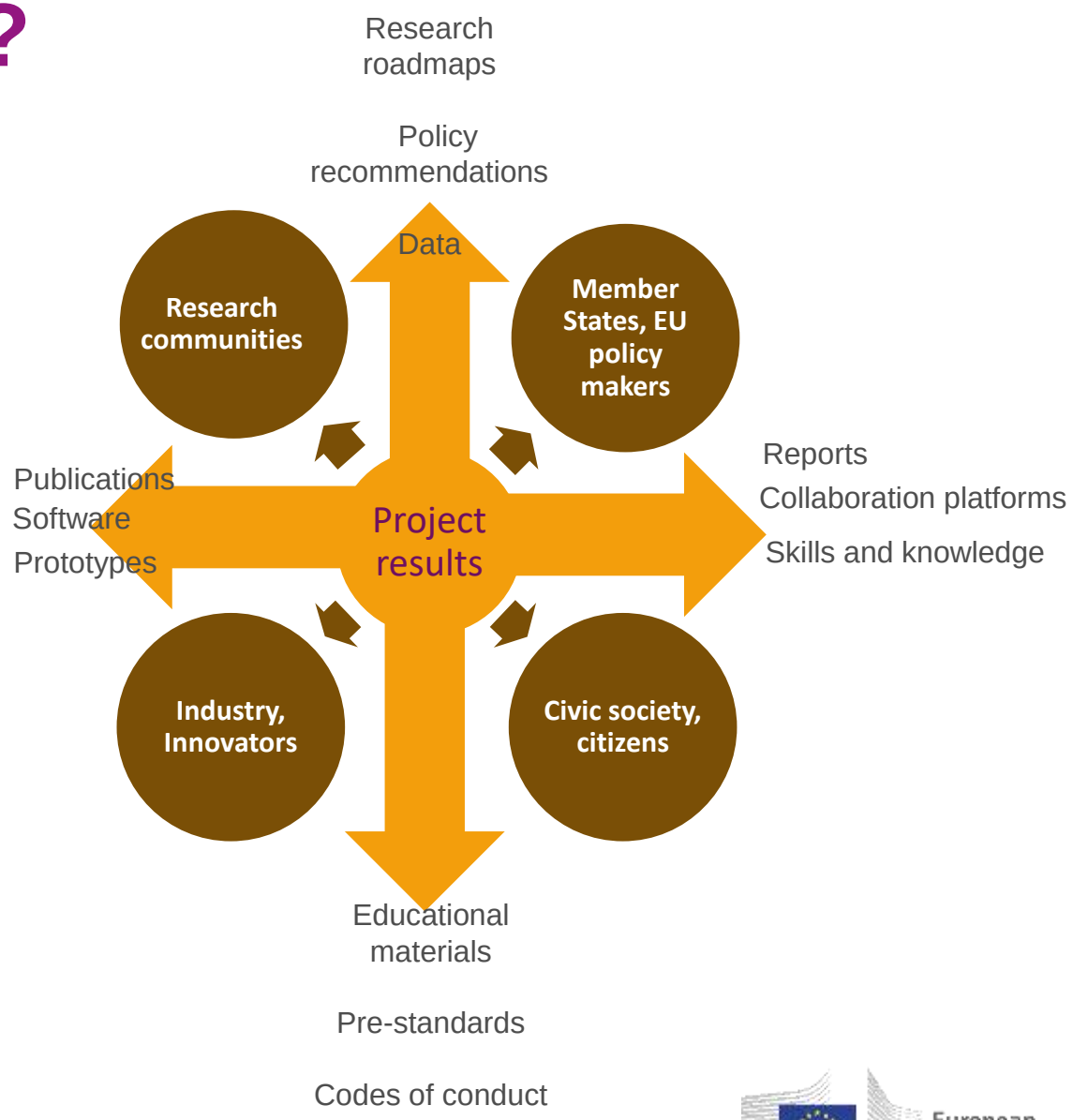
What are project results?

Results

Any tangible or intangible output of the action, such as data, knowledge and information whatever their form or nature, whether or not they can be protected.*

- Key exploitable results are the **outputs generated during the project which can be used and create impact**, either by the project partners or by other stakeholders

- Project results can be reusable and exploitable (e.g. inventions, prototypes, services) as such, or elements (knowledge, technology, processes, networks) that have potential to contribute for further work on research or innovation



*http://ec.europa.eu/research/participants/portal/desktop/en/support/reference_terms.html

European Commission

Types of effects / impacts

Results-oriented impacts: usually quantitative measurable results

- creation of jobs
- publications
- patents

Behavioural impacts:

- changes in the (social, economic, …) behaviour (e.g. changes concerning innovative behaviour
- change of environmental behaviour
- change of images & awareness etc

European Commission

Various categories of impacts

- **Scientific/Academic/Research:** This avenue generally focuses on the possible publications, conferences, or any other opportunities that can arise as a result of this project to promote the research field.

- **Socio-economic:** Here, researchers often touch on the new possibilities for job creation, important policy outputs, and overall social benefits of their project.

- **Environmental:** Such applications mostly refer to policy papers or guidance documents produced as a result of the research project.

- **Public engagement:** In this selected avenue, researchers describe varying ways to publicly engage through communication strategies, education, media or social media outlets, and user groups.

European Commission

Dimensions of the impacts

Science impacts: Knowledge, Research activities, Training Technology impacts: Products, Processes, Services, Know-how	Organization impacts: Planning, Work organization, Administration, Human resources Health impacts: Public health, Health systems
Economy impacts: Production, Financing, Investments, Commercialisation, Budget	Environment impacts: Management of natural resources and the environment, Climate and meteorology
Culture impacts: Knowledge, Know-how, Attitudes, Values	Symbolic impacts: Legitimacy/credibility/visibility
Society impacts: Welfare, Discourses and actions of groups	Training impacts: Curricula, Pedagogical Tools, Qualifications, Graduates, Insertion into the job market, Fitness of training/work, career, use of acquired knowledge
Policy impacts: Policymakers, Citizens, Public programs, National security	

Source: Godin and Doré, 2006

European Commission

Impact orientation in all stages

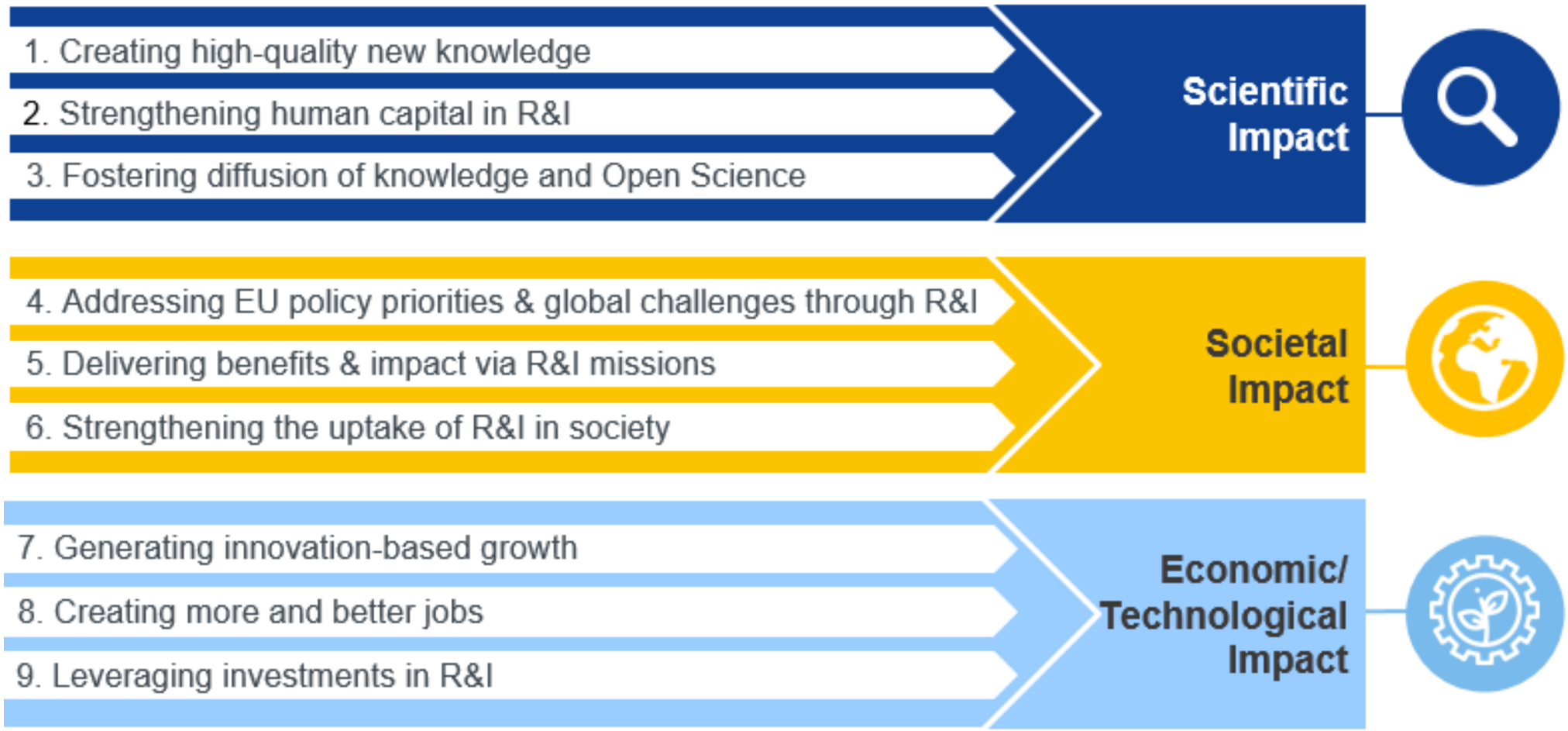
- Most programmes have an impact-oriented approach
- Horizon Europe balances research and innovation and aims to drive competitiveness/growth and to tackle societal challenges (e.g., through missions)
- Many programmes encourage collaboration between different stakeholders (researchers, industry including SMEs, public sector organisations and citizens)
- Expected impacts are crucial for successful proposals and projects
- Aspects of the project (activities, partnership, open access of results, etc.) intend to maximise potential impacts

PROPOSAL WRITING CAMP

Pathway to impact

European Commission

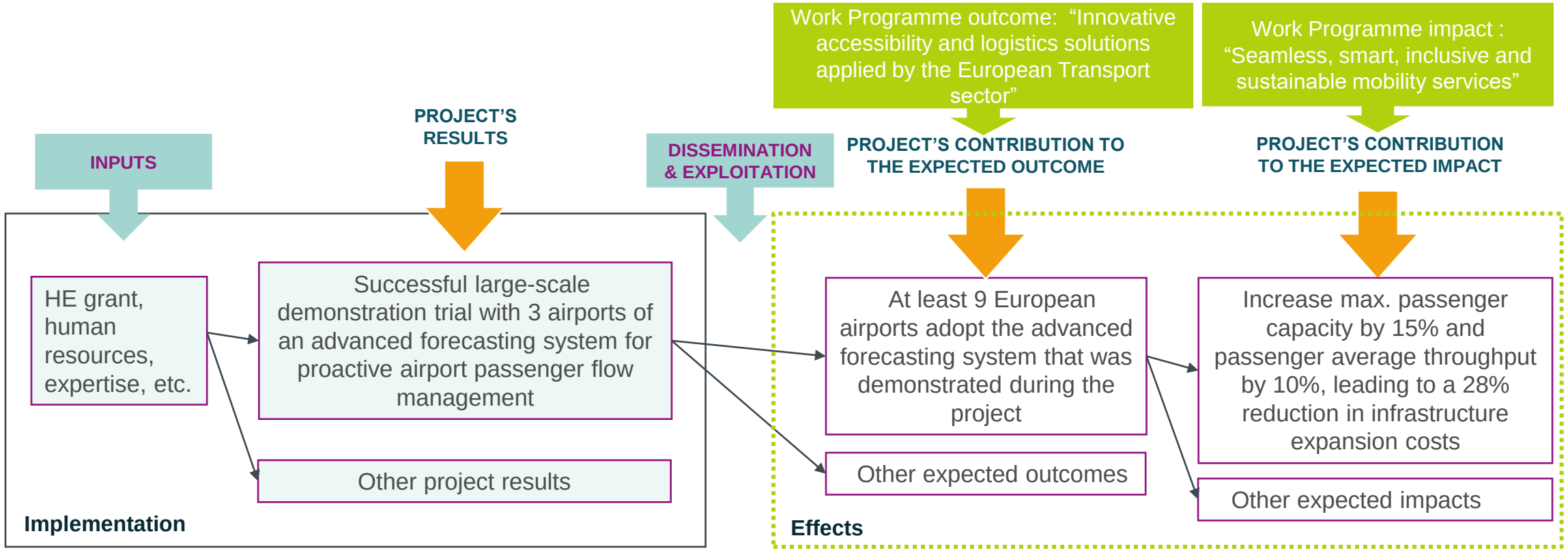
Impact pathways in HE - EXAMPLES



Source: EC

Project's pathway towards impact

…by thinking about the specific contribution the project can make to the expected outcomes and impacts set out in the Work Programme.



Source: EC

Example of framework conditions for impact

- 1. **Employment**
  - 75% of the 20-64 year-olds to be employed
- 2. **R&D**
  - 3% of the EU's GDP to be invested in R&D
- 3. **Climate change and energy sustainability**
  - **greenhouse gas emissions 20%** (or even **30%**, if the conditions are right) **lower than 1990**
  - **20% of energy from renewables**
  - **20% increase in energy efficiency**
- 4. **Education**
  - **Reducing the rates of early school leaving below 10%**
  - **at least 40% of 30-34–year-olds completing third level education**
- 5. **Fighting poverty and social exclusion**
  - at least **20 million fewer people in or at risk of poverty and social exclusion**

European Commission

Example: structure of impact (RIA)

Part A
(online form)

- Administrative forms

Part B

(to be uploaded as pdf PDF)

1. Excellence
2. Impact
3. Quality and efficiency of implementation

->additional Annex with information on financial support to third parties (if applicable)

What are the evaluators looking for?

The evaluators pay particular attention to:

- Expected impacts described for the topic of the project
- Key performance indicators (KPIs) including target values
- Enhancing innovation capacity and integration of new knowledge
- Strengthening competitiveness and growth of industrial partners by developing and delivering innovations meeting market needs
- Other environmental or social impacts…

They evaluate effectiveness of the proposed measures to exploit and disseminate the project results (including management of IPR), to communicate the project...

European Commission

RIA (Part B)

1. Excellence
1.1 Objectives and ambition
1.2 Methodology

2. Impact

2.1 Project´s pathways to impact
2.2 Measures to maximise impact Dissemination Exploitation and Communication
2.3 Summary

3. Quality and efficiency of the implementation
3.1 Work plan and Resources
3.2 Capacity of participants and consortium as a whole

European Commission

B2. IMPACT

2.1 Project´s pathways to impact (4 pages)
2.2 Measures to maximise impact Dissemination Exploitation and Communication (5 pages)
2.3 Summary

Impact – aspects to be taken into account.

- ✓ Credibility of the pathways to achieve the expected outcomes and impacts specified in the work programme, and the likely scale and significance of the contributions due to the project.
- ✓ Suitability and quality of the measures to maximise expected outcomes and impacts, as set out in the dissemination and exploitation plan, including communication activities.

B2.1 Project's pathways towards impact

Provide a narrative **explaining how the project's results are expected to make a difference in terms of impact, beyond the immediate scope and duration of the project.** The narrative should include the components below, tailored to your project.

- Describe the unique contribution your project results would make towards (1) the outcomes specified in this topic, and (2) the wider impacts, in the longer term, specified in the respective destinations in the work programme.

B2.1 Project's pathways towards impact (2)

- Give **an indication of the scale and significance of the project's contribution to the expected outcomes and impacts**, should the project be successful. Provide quantified estimates where possible and meaningful.

- Describe **any requirements and potential barriers** - arising from factors beyond the scope and duration of the project - that may determine whether the desired outcomes and impacts are achieved. These may include, for example, other R&I work within and beyond Horizon Europe, etc. Indicate if these factors might evolve over time. **Describe any mitigating measures you propose, within or beyond your project, that could be needed should your assumptions prove to be wrong, or to address identified barriers.**

B2.2 Measures to maximise impact - **Dissemination, exploitation and communication**

- Describe the planned measures to maximise the impact of your project by providing a first version of your ‘plan for the dissemination and exploitation including communication activities’.
- Describe the dissemination, exploitation and communication measures that are planned, and the target group(s) addressed (e.g. scientific community, end users, financial actors, public at large).
- Outline your strategy for the management of intellectual property, foreseen protection measures, such as patents, design rights, copyright, trade secrets, etc., and how these would be used to support exploitation.

Dissemination, exploitation and communication

To include a draft plan in the proposal is an admissibility condition, unless the work programme topic explicitly states otherwise.

All measures should be proportionate to the scale of the project, and should contain concrete actions to be implemented both during and after the end of the project

Elements of the D&E&C plan

- **Planned measures** to maximise the impact of projects
- **Target groups** (e.g. scientific community, end users, financial actors, public at large) and **proposed channels** to interact
- **Communication measures** for promoting the project and its findings throughout the full lifespan of the project
- **Policy feedback** measures to contribute to policy shaping and supporting the implementation of new policy initiatives and decisions
- Follow-up plan to foster **exploitation/uptake** of the results
  - Comprehensive and feasible strategy for the **management of the intellectual property** (the provision of a results ownership list is mandatory at the end of the project)
  - If exploitation is expected primarily in non-associated third countries, give a convincing justification that this is still in the Union's interest.

Source: EC

What is the difference Communication - Dissemination?

Newsletter

Press release

Project factsheet, brochure

Social media (blogs, Twitter, Facebook, LinkedIn)

About the project results

Multiple audiences

Inform and reach out to society, show the benefits of research

Grant Agreement art. 38.1

Communication

About results only

Audiences that may use the results in their own work

Enable use and uptake of results

Grant Agreement art. 29

Dissemination

Scientific publications

Policy brief/roadmap

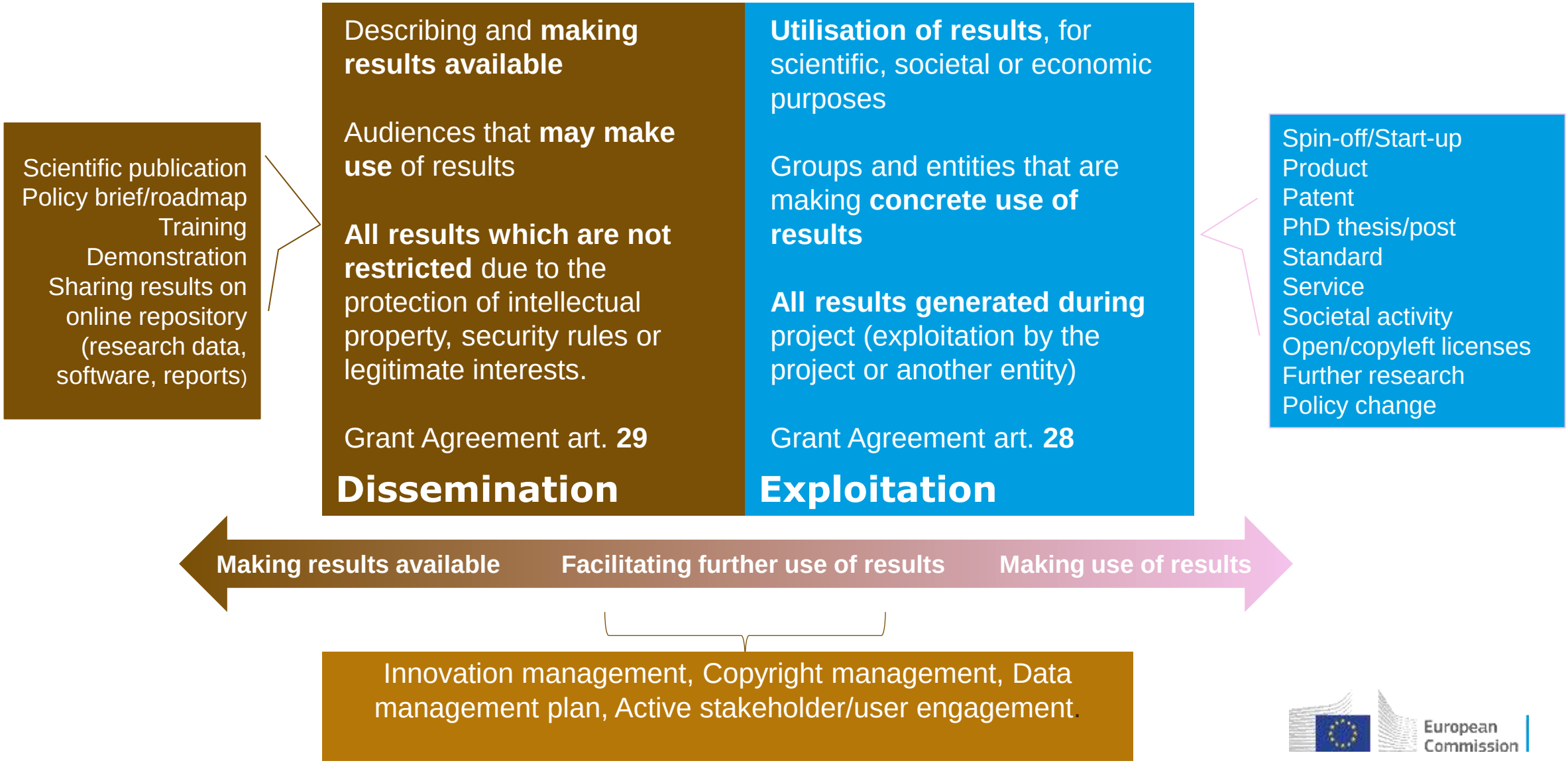
Training/demonstration

Sharing results on online repository (research data, software, reports)

Project website, videos, interview, articles in magazines, exhibitions/ open days, guided visits, conference, presentation and workshops.

European Commission

What is the difference Dissemination - Exploitation?



European Commission

B2.3 Summary

- Provide a summary of this section by presenting in the canvas below the key elements of your project impact pathway and of the measures to maximise its impact.

European Commission

B2.3 Summary

KEY ELEMENT OF THE IMPACT SECTION

SPECIFIC NEEDS	EXPECTED RESULTS	D & E & C MEASURES
What are the specific needs that triggered this project? Example 1 Most airports use process flow-oriented models based on static mathematical values limiting the optimal management of passenger flow and hampering the accurate use of the available resources to the actual demand of passengers. Example 2 Electronic components need to get smaller and lighter to match the expectations of the end-users. At the same time there is a problem of sourcing of raw materials that has an environmental impact.	What do you expect to generate by the end of the project? Example 1 **Successful large-scale demonstrator:** **Successful large-scale demonstrator:** Trial with 3 airports of an advanced forecasting system for proactive airport passenger flow management. **Algorithmic model:** Novel algorithmic model for proactive airport passenger flow management. Example 2 Publication of a **scientific discovery on transparent electronics.** **New product:** More sustainable electronic circuits. **Three PhD students trained.**	What dissemination, exploitation and communication measures will you apply to the results? Example 1 **Exploitation:** Patenting the algorithmic model. **Dissemination towards the scientific community and airports**: Scientific publication with the results of the large-scale demonstration. **Communication towards citizens:** An event in a shopping mall to show how the outcomes of the action are relevant to our everyday lives. Example 2 **Exploitation of the new product:** Patenting the new product; Licencing to major electronic companies. **Dissemination towards the scientific community and industry:** Participating at conferences; Developing a platform of material compositions for industry; Participation at EC project portfolios to disseminate the results as part of a group and maximise the visibility vis-à-vis companies.

Example, not to complete

B2.3 Summary

TARGET GROUPS	OUTCOMES	IMPACTS
Who will use or further up-take the results of the project? Who will benefit from the results of the project?	*What change do you expect to see after successful dissemination and exploitation of project results to the target group(s)?*	*What are the expected wider scientific, economic and societal effects of the project contributing to the expected impacts outlined in the respective destination in the work programme?*
Example 1 **9 European airports**: Schiphol, Brussels airport, etc. **The European Union aviation safety agency.** **Air passengers (indirect).**	Example 1 **Up-take by airports:** 9 European airports adopt the advanced forecasting system demonstrated during the project.	Example 1 **Scientific:** New breakthrough scientific discovery on passenger forecast modelling. **Economic:** Increased airport efficiency Size: 15% increase of maximum passenger capacity in European airports, leading to a 28% reduction in infrastructure expansion costs.
Example 2 **End-users**: consumers of electronic devices. **Major electronic companies**: Samsung, Apple, etc. **Scientific community** (field of transparent electronics).	Example 2 **High use of the scientific discovery published** (measured with the relative rate of citation index of project publications). A **major electronic company** (Samsung or Apple) **exploits/uses the new product** in their manufacturing.	Example 2 **Scientific:** New breakthrough scientific discovery on transparent electronics. **Economic/Technological:** A new market for touch enabled electronic devices. **Societal:** Lower climate impact of electronics manufacturing (including through material sourcing and waste management).

mple, not to complete

Group Work & Homework Impact

European Commission

GROUP WORK

Follow the instructions from the application form

<u>Group Work</u>: Describe how your project will contribute to…

- Each of the **impacts** mentioned in the work programme, under the relevant topic; impacts that would enhance innovation capacity; create new market opportunities, strengthen competitiveness and growth of companies, address issues related to climate change or the environment, or bring other important benefits for society

- Describe any **barriers/obstacles**, and any framework conditions (such as regulation, standards, public acceptance, workforce considerations, financing of follow-up steps, cooperation of other links in the value chain), that may determine whether and to what extent the expected impacts will be achieved.

<u>Homework:</u> Continue your work on impact section…

- Refine impact pathways

- Think of and outline a few appropriate communication/dissemination/exploitation measures

- Prepare the summary tables 2.3 – see templates at next slides

European Commission

Exercise – Preparation of the summary 2.3

Specific needs	Expected results	D&E&C measures
What are the specific needs that triggered this project?	What do you expect to generate by the end of the project?	What dissemination, exploitation and communication measures will you apply to the results?

European Commission

Exercise – Preparation of the summary 2.3

Target groups	OUTCOMES /RESULTS	D&E&C measures
Who will use or further up-take the results of the project? Who will benefit from the results of the project?	What change do you expect to see after successful dissemination and exploitation of project results to the target group(s)?	What are the expected wider scientific, economic and societal effects of the project contributing to the expected impacts outlined in the respective destination in the work programme?

Budget

European Commission

SECTION 3.1 WORK PLAN AND RESOURCES

Information in resources section must match the costs as stated in the budget table in section 3 of the administrative proposal forms (in the Funding Portal), and the number of person months, shown in the detailed work package descriptions.

4 tables to be filled in:

1) **Summary of staff effort** (table 3.1f) – number of person months required
2) **'Subcontracting costs' items** (table 3.1g) – description and justification of subcontracting costs for each participant
3) **'Purchase costs' items** (travel and subsistence, equipment and other goods, works and services) (table 3.1h) – for participants where those costs exceed 15% of the personnel costs (according to the budget table in proposal part A)
4) **'Other costs categories' items** (e.g. internally invoiced goods and services) (table 3.1i) – *if applicable*

Table 3.1f: Summary of staff effort

Please indicate the number of person/months over the whole duration of the planned work, for each work package, for each participant. Identify the work-package leader for each WP by showing the relevant person-month figure in bold.

	WPn	WPn+1	WPn+2	Total Person-Months per Participant
Participant Number/Short Name				
Participant Number/ Short Name				
Participant Number/ Short Name				
Total Person Months				

Table 3.1g: 'Subcontracting costs' items

For each participant describe and justify the tasks to be subcontracted (please note that core tasks of the project should not be sub-contracted).

Participant Number/Short Name		
	Cost (€)	Description of tasks and justification
Subcontracting		

COSTS TABLES

Table 3.1h: 'Purchase costs' items (travel and subsistence, equipment and other goods, works and services)

Please complete the table below for each participant if the purchase costs (i.e. the sum of the costs for 'travel and subsistence', 'equipment', and 'other goods, works and services') exceeds 15% of the personnel costs for that participant (according to the budget table in proposal part A). The record must list cost items in order of costs and starting with the largest cost item, up to the level that the remaining costs are below 15% of personnel costs.

Participant Number/Short Name		
	Cost (€)	Justification
Travel and subsistence		
Equipment		
Other goods, works and services		
Remaining purchase costs (<15% of pers. Costs)		
Total		

Table 3.1i: 'Other costs categories' items (e.g. internally invoiced goods and services)

Please complete the table below for each participants that would like to declare costs under other costs categories (e.g. internally invoiced goods and services), irrespective of the percentage of personnel costs.

Participant Number/Short Name		
	Cost (€)	Justification
Internally invoiced goods and services		
...		

Example, no

Part A

3 - Budget

No.	Name of beneficiary	Country	Role	Personnel costs/€	Subcontracting costs/€	Purchase costs - Travel and substistence/€	Purchase costs - Equipment/€	Purchase costs - Other goods, works and services/€	Internally invoiced goods and services/€ (Unit costs-usual accounting practices)	Indirect costs/€	Total eligible costs	Funding rate	Maximum EU contribution to eligible costs	Requested EU contribution to eligible costs/€	Max grant amount	Income generated by the action	Financial contributions	Own resources	Total estimated income
1	Enspire Science Ltd.	IL	Coordinator							0,00	0,00	100	0,00	0	0,00				0,00
	TOTAL			0	0	0	0	0	0	0,00	0,00		0,00	0	0,00	0	0	0	0,00

European Commission

Thank you!

#HorizonEU

http://ec.europa.eu/horizon-europe

European Commission