**CHIST–ERA Full Proposal Template**

*Project Acronym*

*Project Title*

***Addressed Call Topic (ACAI[[1]](#footnote-1) or SDCDN[[2]](#footnote-2)):***

*Coordinator contact point for the proposal*

|  |  |
| --- | --- |
| Name |  |
| Institution/Department |  |
| Address |  |
| Country |  |
| Phone |  |
| Fax |  |
| E-mail |  |

*Partners’ people involved in the realisation of the project[[3]](#footnote-3)*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ***Partner Number*** | ***Country*** | ***Institution/ Department*** | ***Name of the Principal Investigator (PI)****3* | ***Name of the co-Investigators4*** | ***Name of the other personnel participating in the project5*** |
| ***1***  *Coordinator* |  |  |  |  |  |
| ***2*** |  |  |  |  |  |
| ***3*** |  |  |  |  |  |
| ***4*** |  |  |  |  |  |
| ***5*** |  |  |  |  |  |
| ***6*** |  |  |  |  |  |

*(Use as much lines as needed)*

Duration: months

**Summary of the project[[4]](#footnote-4)** *(publishable abstract, max. 1/2 page):*

**Changes with respect to the pre-proposal, if any[[5]](#footnote-5):**

**Detailed project information**

***General recommendations:***

1. *The same font and style should be used for the whole proposal (recommended: Arial, 11pt, single-spaced).*
2. *Please complete all sections. Your proposal should include all details required.*
3. *Indicative section lengths are provided as guidelines and can be adapted to the specificities of the proposal. The total document length is expected to be about 30-35 pages. Guidelines in italics can be removed.*
4. *For the evaluation criteria, please refer to the call announcement.*
5. Scientific context, method and objectives

# Scientific question(s) addressed

*(Indicative section length: 1 page)*

*Describe the scientific (falsifiable) question(s) addressed by the project.*

# State of the art

*(Indicative section length: 1 page)*

*Describe the state of the art in the domain addressed by the project, including any preliminary result obtained by the consortium members. Quantitative information must be provided.*

# Approach and research method

*(Indicative section length: 3 pages)*

*Describe the approach and research method followed. Highlight the novelty and originality of the approach, especially regarding novel ICT disciplines and future challenges (*[*FET principles*](http://ec.europa.eu/programmes/horizon2020/en/h2020-section/future-and-emerging-technologies)*). Detail the experimental set up, the resources needed and the metrics used, while showing how reproducibility is guaranteed.*

# Targeted outcomes

*(Indicative section length: 1 page)*

*Describe the expected progress beyond state of the art and more generally the targeted outcomes. They should be clear, measurable, realistic and achievable within the duration of the project. Provide quantitative information when possible.*

# Implementation

## Work plan

*(Indicative section length: 2 pages)*

*Provide a general overview of the work plan and a timing of the different work packages and their components (Gantt chart or similar) and a graphical presentation of the components showing how they inter-relate (Pert chart or similar).*

## Work packages

*(Indicative section length: 1 page per WP)*

*For the description of each work package, please use the template provided. Use as many templates as needed.*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **WP 1** | | **WP Title** | | | | | | | | | Start month | | End month |
| **Contribution of project partners** | | | | | | | | | | | | | |
| Partner number[[6]](#footnote-6) | | | | 1 | | 2 | 3 | 4 | 5 | 6 | | 7 | 8 |
| Total effort per partner (Person\*months) | | | |  | |  |  |  |  |  | |  |  |
| **Aim of the WP**  *Description of the objective of the WP and the interrelation with other WPs.* | | | | | | | | | | | | | |
| **Tasks** | | | | | | | | | | | | | |
| **T1.1** | **Task title (start month – end month: responsible partner; involved partners)[[7]](#footnote-7)**  *Description of work and role of participants* | | | | | | | | | | | | |
| **T1.2** | **Task title (start month – end month: responsible partner; involved partners)6**  *Description of work and role of participants* | | | | | | | | | | | | |
|  | *Add tasks as needed* | | | | | | | | | | | | |
| **Deliverable** | | | **Month of delivery** | | **Title of deliverable** | | | | | | | | |
| **D1.1** | | |  | |  | | | | | | | | |
| **D1.2** | | |  | |  | | | | | | | | |
|  | | |  | | *Add deliverables as needed* | | | | | | | | |

**Work package overview (total effort per WP and partner in person.months)**

*Use as many lines and columns as needed.*

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Partner | WP1 | WP2 | WP3 | WP4 | WP5 | WP6 | Total |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |  |

## Management and Risk Assessment

*(Indicative section length: 1 page)*

*Describe the organisational structure, the management structure and the decision-making including a list of milestones (template provided).* *A milestone is a major and visible achievement in the project. It should be SMART: Specific, Measurable, Attainable, Relevant, Time-bound.*

*Provide an assessment on the feasibility, and identification of possible risks and/or bottlenecks.*

**List of milestones**

*Use as many lines as needed but try to limit the number of milestones*

|  |  |  |  |
| --- | --- | --- | --- |
| **Milestone** | **Delivery month** | **WP involved** | **Title** |
| **M1** |  |  |  |
| **M2** |  |  |  |
| **M3** |  |  |  |

**Implementation risk analysis**

*Use as many lines as needed*

|  |  |  |  |
| --- | --- | --- | --- |
| **Risk description** | **Likelihood****[[8]](#footnote-8)** | **Impact8** | **Mitigation plan** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

# Description of the Consortium

*(Indicative section length: 1 page per project partner)*

*Describe expertise and role in the project for each partner (templates provided). The information provided here will be used to judge the operational capacity.* *Use the following templates for the coordinator, the other partners requesting funding, and partners not requesting funding if any. If the project relies on input to be provided by a third party, append a letter of commitment at the end of the proposal.*

|  |  |
| --- | --- |
| **Partner 1**  Project Coordinator | **Organisation name / Department** |
| **Expertise:**  *Expertise of the organisation related to the project objectives.*  *For the principal investigators give a brief CV highlighting research experience and list the 5 most important publications of the last three years* | |
| **Role in project:** | |

***Use this template if this partner is requesting funding***

|  |  |
| --- | --- |
| **Partner n** | **Organisation name / Department** |
| **Expertise:**  *Expertise of the organisation related to the project objectives.*  *For the principal investigators give a brief CV highlighting research experience and list the 5 most important publications of the last three years* | |
| **Role in project:** | |

***Use this template if this partner is not requesting funding***

|  |  |
| --- | --- |
| **Partner n** | **Organisation Full name / Department** |
| **Expertise:**  *Expertise of the organisation related to the project objectives.*  *For the principal investigators give a brief CV highlighting research experience and list the 5 most important publications of the last three years* | |
| **Role in project:** | |
| **Please explain how the partner is able to secure its own funding** | |

# Consortium agreement principles

*(Indicative section length: ½ page)*

*Describe the consortium agreement principles (partner’s rights and duties, IPR management)*

# Data management

*(Indicative section length: 1 page)*

*If data is acquired or produced in the framework of the project, describe its content and management (type, sources, annotations, quantities, formats, legal aspects, tools, documentation, quality assessment…). Describe in particular any specific effort to make the data reusable and sustainable.*

# Access to external infrastructures

*(Indicative section length: ½ page)*

*Describe any significant facilities and large equipment available to the consortium to perform the project.*

# Link with ongoing projects

*(Indicative section length: ½ page per project partner)*

*For each partner indicate (if applicable) the ongoing projects linked to the proposal topic, and their funding sources.*

# Financial plan

*(Indicative section length: 2 pages)*

*Describe the resources to be committed, per project partner and per category. The categories include: Personnel, Consumables, Equipment, Travel, Subcontracting, Provisions, Licensing fees, other. Each elementary cost should appear clearly and be duly justified. The derivation of the total requested funding amount from these elementary costs should be clear. For funding organisations requesting the submission of requested funding information at the national level, consistency must be strictly ensured.*

# Impact

# Dissemination and Exploitation of Results

*(Indicative section length: 2 pages)*

*Provide a plan for disseminating and exploiting the project results beyond the project itself. Results include any data produced in the framework of the project. If applicable, describe how data curation and distribution can be ensured beyond the project duration (showing how it fits in the sustainable missions of an organisation in charge). Dissemination includes any standardisation, benchmarking and evaluation activities open to research teams beyond the project consortium. If applicable, describe how such other actors are involved.*

# Expected Impacts

# *(Indicative section length: 1 page)*

# *Describe the expected impacts beyond the project itself at the scientific and, if applicable, the societal and industrial levels. Show how these impacts derive from the project expected outcomes. Wherever possible, use quantified indicators and targets.*

# Ethical issues

*Describe any foreseeable ethical issue that may arise during the course of the research project. If applicable, describe the mitigation strategies employed to reduce ethical risk, and justify the research methodology with respect to ethical issues.*

# References

*(Indicative section length: 5-30 references)*

*Provide references of articles and publicly available documents directly supporting the proposal.*

1. *Analog computing for artificial intelligence* [↑](#footnote-ref-1)
2. *Smart distribution of computing in dynamic networks*

   *3 The Principal Investigator (PI) is the point of contact of the partner for the corresponding National Funding Organisation.* [↑](#footnote-ref-2)
3. *4 A co-investigator is a known scientist and/or group leader making a substantial contribution to the project*

   *5 If the name is for the moment unknown, specify the level of expertise sought (PhD, post-doc, engineer, professor…).* [↑](#footnote-ref-3)
4. *Be precise and concise. This summary will be used to select suited reviewers for the proposal.* [↑](#footnote-ref-4)
5. *By default, the full proposal is expected to be consistent with the pre-proposal. If this is the case, mention it in one sentence. If not, explain and justify the changes. If the changes involve changes in the consortium composition, highlight them in a separate paragraph.* [↑](#footnote-ref-5)
6. ***Bold*** *the partner number of the work package leader* [↑](#footnote-ref-6)
7. *For instance: T1.1 Development of something (M3-M6; responsible: 3; involved: 1, 4)* [↑](#footnote-ref-7)
8. *Rate as low, medium or high.* [↑](#footnote-ref-8)