



CALL FOR PROPOSALS : GREAT JOINT PROJECT 2018

Application form

Guideline and proposal template

Submission deadline for proposals: January 15th, 2018 (1pm, Paris Time)

A single joint proposal document (in English only) must be prepared and submitted by the coordinator of the project

Mail to: directionscientifique@lafondationmotrice.org

For further information, please visit our website:
<http://www.fondationparalysiecerebrale.org>

Or contact: ngenes@lafondationmotrice.org

Proposal application form

A. Basic project data

- Project Title:
- Project acronym:
- Consortium Coordinator (Partner 1):

Family Name, first Name	
Name of Institution	
Short name of the institution	
Department	
Position	
Postal Address	
Email Address	
Country	
Type of Entity	Academia, Clinical or Public Health, SME (small and medium enterprises) or Industry

- Partners of the consortium:

No.	City, Country	Name of the Principal Investigator	Institution, Department, full affiliations	Short name of the institution	Type of entity: Academia, Clinical or Public Health, SME and Industry
2					
3					
4					
5					

- Collaborators (not applying for funding)

No.	City, Country	Name of the Principal Investigator	Institution, Department, full affiliations	Type of entity: Academia, Clinical or Public Health, SME and Industry
1				

2				
3				

- Duration of the project (months):

- Total funding applied for (€):

- Keywords

Please identify five keywords that represent the scientific content of the proposal.

- Project Summary (max. 4000 characters including spaces)

B. Project outline (once converted into PDF document: max. 20 pages DIN-A4, Arial 11, single-spaced, margins of 1.27 cm) including :

1. Proposal’s context, positioning and objective(s)

About five (5) pages,

1.1. Context, objectives and scientific hypotheses

State the issue being addressed. Present the project’s objectives and scientific and technical barriers to be lifted. Emphasise the ambitious nature and/or novelty of the proposal. Possibly describe any final products developed, present the expected results.

1.2. Originality and relevance in relation to the state of the art

Present state of knowledge on the subject. Show the possible contributions of project partners to said state of the art. Please list any preliminary results.

Where relevant, describe the project’s background by presenting, depending on the objectives envisaged, an analysis of social, economic, regulatory, environmental, industrial implications etc. Specify the project’s positioning in this context: towards competing, complementary, and previous research projects, patents and standards...

Position the project at the national level (specify any links with a structure or a regional /national structure), and other European and international programmes.

2. Project organisation and means implemented

About ten (10) pages

2.1. Scientific coordinator

Indicate scientific coordinator’s experience and his role in the project (please provide CV in an annex)

2.2. Consortium

Present the consortium and its complementarity

Demonstrate the quality and the complementary nature of the consortium (CVs of principal scientific leaders in the annex).

Where appropriate, demonstrate the link between scientific disciplines and the complementary nature of skills called upon. Specify the main references of the relevant consortium in the field with a direct link to the proposal (publications, R&D highlights, patents, scientific prizes, products, processes, licenses, services, etc.), and all other items providing a framework for judging the quality of partners and consortia where appropriate.

Summary table of persons involved in the project:

Partner	Name	First name	Current position	Involvement (person.month)*	Role & responsibilities in the project (4 lines max)

** indicate the amount throughout the project's total duration*

2.3. Means of achieving the objectives

Describe the means to achieve the objectives.

Set out the scientific programme and justify the work programme's task breakdown with regard to the objectives being pursued.

For each task, list the objectives and potential indicators of success, the leader and partners involved, the complete work programme, deliverables, partners' contributions, methods and technical decisions, risks, and fall-back solutions.

Timetable for respective tasks and their dependencies may be included if justified and presented as charts (e.g. Gantt chart).

For research projects dealing with subjects that may harm humans, animals, or the environment, discuss the ethical aspects of the project.

2.3.1 Research Plan

Experimental design, inclusion criteria, evaluation criteria, statistical analysis

2.3.2 Work Packages

Table : work package list

Work package No	Work package title	Work package Leader	Person-months	Start	End
WP 1					
WP 2					
WP 3					
WP 4					
	TOTAL				

Table : Workpackage description

WP No.	Start date or starting event		
	End date		
WP title			
Participants			
Person-months			
WP Leader:			
Objectives			
Description of work, role of the participants and interactions			
<u>Rationale</u>			
Describe very briefly (3-4 sentences) the general approach/methodology used in WP (if common to all tasks otherwise please outline within the task descriptions) and integration with other WPs.			
<u>Tasks</u>			
Deliverables:			

Add tables for each work package

2.3.3 Milestones

Milestones mean control points in the project that help to chart progress, where a Go-No Go decision should be taken.

Milestones may correspond to the completion of a key deliverable, allowing the next phase of the work to begin. They may also be needed at intermediary points so that, if problems have arisen, corrective measures can be taken. A milestone may be a critical decision point in the project where, for example, the consortium must decide which of several technologies to adopt for further development.

Milestone differs from a project deliverable in that a deliverable is the result of the process whereas a milestone is a measurement of progress toward an output.

Milestone number	Milestone name	Short name lead participant	Estimated date ¹	Means verification ² of

2.3.4 Risks

Identify 1 or 2 key risks related to the proposed work i.e. what may not go to plan or elements that evaluators may consider as 'weak'

N°	Task #	Risk description	Probability	Impact	Proposed risk-mitigation measures
	X.X	Describe the risk	High/medium /low	High/medium /low	Means put in place to avoid/minimise this risk

2.3.5 Ethical issues of the project proposal.

When applicable, ethical and legal issues (e.g. informed consent, ethical permits, data protection, use of animals) according to partner country and/or regional regulations

3. Impact and benefits of the project

About 3 pages;

Please specify in what field(s) (scientific, economic, social or cultural) the results of the project may have an impact

Describe the dissemination and/or exploitation strategy envisaged

Specify the scientific impact and the actions of scientific communication, actions promoting scientific and technical awareness and education (outreach to other scientific communities, the general public, etc.), and contributions to higher education curricula.

Specify how results will be promoted and create value, including a rough plan for using and protecting results, scientific, technical, industrial, and economic benefits...

When appropriate, specify the project's positioning within the industrial strategy of the project's industrial partners, additional impacts (standardisation, creating awareness among government bodies, ...), deadlines and the nature of expected techno-economic benefits, the possible impact on employment, creation of new business opportunities...

C. Annexes

- List of references (max. 1 page, for references a font size of 6pt is acceptable.)
- **Brief CV for each principal investigator** (once converted into PDF document: max. 1 page DIN-A4, Arial 11, single-spaced, margins of 1.27 cm per principal investigator). Please follow this format:

Personal information	<i>First name, last name, academic title Institution and department (complete name)</i>
Current position	
Position in the consortium	<i>Please indicate the subproject you will be working in.</i>
Work experience relevant for the consortium	
Professional background	
Publications	<i>Please list your five most relevant publications of the last ten years</i>
Additional information	<i>Honors, awards, memberships or references; up to 5 relevant third-party funded projects conducted in the area in the past 5 years</i>

- **Time table** Diagram which compiles the work plan, timeline, sequencing of work packages, the contribution of the partners to each work package and their interactions (Gantt chart, *max. 1 page*)
- **Budget**

For each partner who requests funding, please briefly explain the requested budget by dealing with information on the following budget items (if applied for). Please make sure that also a short justification is included for each item. In addition, specification of co-funding from other sources necessary for the project as well as secured funding of additional collaborators of the consortium should be explained here, if applicable (max. ½ page per research partner + table).

Table of previous or ongoing projects and funding received (or to be received) in connection with this proposal

Source of funding	Project title	Name of coordinator	Starting / End date	Grant amount

Budget tables :

Coordinator (partner #)		
Position	Requested Amount (€)	Details and justification

Personnel		<i>Person-Months and position of employment</i>
Consumables		<i>e.g., questionnaires, materials</i>
Equipment		<i>e.g., laboratory devices, IT infrastructure</i>
Travel		<i>Please provide information on expected travel expenses¹</i>
Other direct costs ¹		<i>e.g., subcontracting, provisions, licensing fees</i>
Total direct costs		
Indirect costs (Overhead)		<i>La Fondation Paralysie Cérébrale/La Fondation Motrice usually requests the management bodies to cancel the management fees. In case of strict impossibility, the rate of management costs attributable to the project will be limited at 4% of the total amount requested.</i>
<u>Total budget</u>		

¹: e.g. subcontracting, provisions, licensing fees

Please add tables for further partners as required.

Overall Budget Plan

Project Acronym:							
	Coordinator	Partner 2	Partner 3	Partner 4	Partner 5	Partner 6	
Name (group leader)							
Institution							
Country							
PROJECT COSTS (€)							Total
Personnel €							
Consumables €							
Equipment €							
Travel €							
Other direct costs¹ €							
Overheads €							
Total requested budget €							
	¹ e.g. subcontracting, provisions, licensing fees						

Date and signature of the coordinator