## PROJECT APPLICATION FORM

*- Replace the instructions in the template by your descriptions -*

*Instructions for submission: Project application form should be submitted as a PDF document. The form should not exceed 7 pages[[1]](#footnote-1), including all figures, tables, formulas and references with a detailed description of the proposed research/artistic work.*

# Project proposal title:

# Acronym:

# Project Leader:

# Scientific/artistic field of the project:

## Project abstract (up to 200 words)

## Project description

### 2.1. Objectives

* Briefly describe the objectives of your proposed work, which should be clear, measurable, realistic and achievable within the duration of the project.

### 2.2. Concept and methodology

* Describe and explain the overall scientific concepts and methodology of the project. Describe the main ideas, methods, models and assumptions.
* Indicate possible novel concepts and approaches, new products, services or business and organisational models.
* If applicable, describe how the proposed project is related to other projects in which the project team has been involved.

### 2.3. Expected outcomes

* Describe the expected results, their significance, innovation and application potentials, and potentials for future extensions.
* Describe the advance your proposal would provide and the extent to which the proposed work is ambitious.

## Implementation

### 3.1. Work plan

* Provide the project implementation plan, which includes a brief presentation of the work plan (work packages, broken down into tasks, if applicable, with timing), as a textual description within the Table below.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Work package/Task | Work package/Task title | Start month | End month | Description of work and expected results |
| **1** |  |  |  |  |
| 1.1 |  |  |  |  |
| 1.2 |  |  |  |  |
| … |  |  |  |  |
| **2** |  |  |  |  |
| 2.1 |  |  |  |  |
|  | *Add or delete rows, as necessary.* |  |  |  |

### Project team

* + A list of members of the project team (Name and surname, scientific institution);
	+ Describe the complementarity and synergy of the members of the project team for the proposed work;
	+ Describe the role and the contribution of external experts, if applicable;
	+ Attach CVs of project team members/experts.

### Project budget

* Specify project **budget** for:
	+ personnel costs (in gross amount);
	+ procurement of equipment and consumables for the work;
	+ travel costs;
	+ dissemination of project results including publication of papers in open-access journals and participation in conferences and seminars;

The maximum amount that can be allocated to personnel costs is 70% of total budget. There is no limitation regarding budget distribution between other budget lines.

|  |
| --- |
| **Personnel costs** |
| **Participant** | **Name** | **Gross amount** | **Justification** |
| PL |  |  |  |
| Participant 1 |  |  |  |
| Participant 2 |  |  |  |
| Participant 3 |  |  |  |
| Participant 4 |  |  |  |
| Participant 5 |  |  |  |
| **Total Personnel costs** |  |  |
| **Equipment and Consumables** |
| **Item** | **Description** | **Total costs** | **Justification** |
| *Add or delete rows, if necessary.* |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Total Equipment and Consumables costs** |  |  |
| **Publications/Dissemination costs** |
| **Item** | **Description** | **Total costs** | **Justification** |
| *Add or delete rows, if necessary.* |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Total Publications costs** |  |  |
| **Travel costs** |  |  |  |
| **Item** | **Description** | **Total costs** | **Justification** |
| *Add or delete rows, if necessary.* |  |  |  |
|  |  |  |  |
| **Total Travel costs** |  |  |
| **Other costs** |
| **Item** | **Description** | **Total costs** | **Justification** |
| *Add or delete rows, if necessary.* |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Total Other costs** |  |  |
| **TOTAL BUDGET** |  |  |

1. *Technical details: Page format A4, margins at least 20 mm, font Times New Roman at least 10 pt, spacing 1.* [↑](#footnote-ref-1)