How to make a successful proposal: hints and tips

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Info Day - Research and Very Large Scale Demonstrations Call for Proposals  H2020-SESAR-2016-2

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1. FINDING INFORMATION
Available Information

All relevant call documentation is available on the Participant Portal:
Available Information

Click on any of the topics

Here you find all relevant documentation

**Topic:** SESAR-ER3-01-2016: Knowledge Transfer Network (KTN)
**Publication date:** 15 December 2016

**Types of action:** CSA Coordination and support action
**DeadlineModel:** single-stage
**Opening date:** 15 December 2016

**Deadline:** 11 May 2017 17:00:00
**Time Zone:** (Brussels time)

**Topic conditions and documents**

- Please read carefully all provisions below before the preparation of your application.

8. **SJU Additional documents:**
   - ER/VLD Call Technical Specifications
   - SJU Annual Work Programme
   - ATM Master Plan
   - Project Execution Guidance for SESAR 2020 Exploratory Research (ER3)
   - Horizon 2020 Rules for Participation
   - Horizon 2020 Regulation of Establishment
   - Horizon 2020 Specific Programme
Finding Support

[Image: Participant Portal of the European Commission's RESEARCH & INNOVATION site, highlighting the 'SUPPORT' dropdown menu with options such as 'H2020 Online Manual', 'Research Enquiry Service', 'Enterprise Europe Network', 'National Contact Points', 'IT Helpdesk', 'Other Help Services', 'Terms and Conditions', 'What's New', and 'APIs'.]
Finding support /2

Get support

SESAR JU Call Helpdesk: info-call@sesarju.eu
Read all relevant documentation on the Participant Portal – and in particular Topic conditions and documents

Consult the guidance on proposal submission in the H2020 online manual:
http://ec.europa.eu/research/participants/docs/docs/h2020-funding-guide/grants/applying-for-funding/submit-proposals_en.htm

Send your questions to the SESAR JU Call Helpdesk:
info-call@sesarju.eu
2. PREPARING YOUR PROPOSAL
To be considered admissible, a proposal must be:

(a) Submitted in the electronic submission system before the deadline given in the call conditions;
(b) Readable, accessible and printable.

• Incomplete proposals may be considered inadmissible.

• Proposals shall include a draft plan for the exploitation and dissemination of the results

• Page limits will apply to proposals
Electronic submission

What you need?
• ECAS password
• Participant identification code (PIC)

Prepare proposal
• Online for structured part – Administrative forms
• Upload non structured parts – Technical annex – pdf file

Validation checks!
Submit the proposal BEFORE the deadline

**DO NOT WAIT FOR THE LAST MINUTE**

Submission failure rate: approx. 1%

Only reason for failure: waiting until the last minute
• technical problems
• starting the upload too late
• trying to reach the helpdesk 5 minutes before the deadline
(successful) Electronic submission

• Each submission overwrites the previous one
• Make an early submission to check out the procedure and your proposal
• Make your final submission in good time
  • Check again (all documents) and if needed resubmit a correct version
Some Lessons learnt in H2020

• Increased emphasis on innovation (close to market solutions)
• Participation from industry in consortia is highly valued
• Impact pursued on different, equally important, levels
• Need for use of metrics to quantify impact
In summary

• Make sure that you are very familiar with the topic description and call conditions
• Cover ALL evaluation criteria and subcriteria
• Plan resources adequately and in line with the objectives to achieve
• Do not forget the importance of dissemination activities
  • Be innovative
  • Justify when your deliverables are confidential
Thank you very much for your attention!