Anatomy of an H2020 Proposal
Types of Projects

- **CSA**
  Coordination & Support Action
  Infrastructure support

- **Marie-Curie Sklodowska**
  Researcher Mobility

- **Specific Topics defined in Work Programme**

- **RIA**
  Research & Innovation Action
  Research → Innovation

- **IA**
  Innovation Action
  Maybe some research; mostly innovation

- **FET**
  Future & Emerging Technologies
  “Science Fiction”

- **SME Instrument**
  3-stage SME support

- **Product Maturity**
  - High
  - Medium
  - Low

- **FTI**
  Fast Track to Innovation
Examples relate to RIA and IA proposals, but …

- Presentation based on templates used for RIA (Research and Innovation Action) and IA (Innovation Action) proposals
- Other types of proposals use different templates

**BUT:** the type of information you need to provide does not vary as much as the templates!

- *For some calls:* proposals submitted in two stages, with only a subset of structure shown here delivered in stage 1
An H2020 proposal is a strange creature…

Different topics and project types may introduce variations in structure and/or content and/or criteria! So: **ALWAYS check the participant portal!**

Main body of the proposal: “Part B”

Supporting “administrative” information: “Part A”
Part A

- Completed on-line using various “forms”

- **Project Abstract**
  Max. 2000 characters (including spaces and newlines)

- **Project Budget and Request for Funding**

- **Admin/contact details per partner**

  Limit imposed by tool
Part B

- Produced by proposers using whatever tools they wish (WORD, Excel, Latex, …)
- Proposers generate two PDF files and upload to submission system

**Chapters 1-3**
Main body of proposal, including consortium overview
PDF file 1

- Strict page limit, imposed by submission tool [it lets you upload as many pages as you want, without complaining: but it adds a prominent “watermark” in red to all pages that are over the limit; you need to download the file after you upload it to be able to check for this]
(70 pages, 50 for CSA)
- No section-by-section limits

**Chapter 4**
Consortium details
PDF file 2

**Chapter 5**
Ethics & Security
PDF file 2

No page limits
Chapter 1: Excellence

- Objectives: to be achieved within project + consistent with expected impact
- Relation to the work programme
- Concept and approach: positioning, other projects, method, gender analysis re. project content
- Ambition: advance with respect to state-of-the-art, innovation potential

Chapter 2: Impact

- Expected Impacts: relevance to work programme, innovation potential, barriers/obstacles
- Measures to maximise impact
  - Dissemination and exploitation of results: including draft exploitation plan with measures during and after project, knowledge management
  - Communication activities: for promoting project to wider audiences (including the public)
Chapter 3: **Implementation**

- **Work plan** describe work packages + overall structure
- **Management structure and procedures** decision-making and communication structures, milestones, risks
- **Consortium as a whole** show how consortium fits project objectives and partners skills etc. complement each other, exploitation roles
- **Resources to be committed** number of WPs per partner per task, justification of travel and other direct costs

*Above chapters 1-3 are uploaded as a single PDF file – with strict page limit*

*Following chapters 4-5 uploaded as a separate PDF – with no page limit*
Chapter 4: Members of the Consortium

- Participants
  - How skills match role in project
  - CV of people who will work in the project
  - Max. 5 publications and/or products or services
  - Max. 5 relevant past projects
  - Any significant infrastructure provides

- Third parties details of organisations taking part, but not as formal partners

Chapter 5: Ethics and Security

- Ethics formal information
- Security formal information